

OFFICIAL MINUTES

SEPTEMBER 12, 2011, 19th DAY OF
THE JULY ADJOURNED TERM

The County Commission met in the Commissioner's Hearing Room at 8:33 a.m. with Ron Houseman, Danny Strahan and Jim Strafuss present. The following proceedings were had and made a matter of record:

PRELIMINARY STUDY MEETING (COMMISSION CONFERENCE ROOM)

The County Commission met to review previous meeting minutes and accounts payable.

PUBLIC COMMENT

There were no public comments.

CALL TO ORDER

Presiding Commissioner Houseman called the September 12, 2011 meeting to order at 9:00 a.m. with all members present.

PRAYER

Commissioner Strafuss led the prayer.

PLEDGE OF ALLEGIANCE

Commissioner Strahan led the Pledge of Allegiance.

PREVIOUS MEETING MINUTES 9/6

Commissioner Strafuss moved to approve the minutes of 9/6/2011 with changes and corrections as noted. Commissioner Strahan seconded the motion. The motion passed by vote: Houseman (aye), Strahan (aye) and Strafuss (aye).

ACCOUNTS PAYABLE/JOURNAL ENTRIES/TRANSFERS

Commissioner Strafuss moved to approve accounts payable as follows:

ACCOUNTS PAYABLE							
DATE	9/12/2011						

	CHECKS			WARRANTS				
	325868	to	325921	5478				
		to		5479				
		to		5480				
				5481				
	TRANSFERS							
1.	none							
2.								
3.								
Please sign and date that you have reviewed the included information.								
Date	Time		Signature	Comments				
9/8/2011	10:00am		jj					

Commissioner Strahan seconded the motion. The motion passed by vote: Houseman (aye), Strahan (aye) and Strafuss (aye). There were no journal entries or transfers.

APPROVAL OF PAYROLL

Commissioner Strafuss moved to approve payroll.

PAYROLL DATE: September 16, 2011

GCR: 112354 - 112370

RB: 112333 - 112348

AF: 112349 - 112351

TS: 112352 - 112353

911: None

Manual Warrants: 5482 - 5483

Accounts Payable: 325922 - 325939

Commissioner Strahan seconded the motion. The motion passed by vote: Houseman (aye), Strahan (aye) and Strafuss (aye).

MONTHLY BUDGET REPORT

Auditor Rick Findley addressed the Commission regarding the Monthly Budget Report. Commissioner Houseman requested a preliminary work session regarding the existing 2011 budget.

Commissioner Strahan wanted to officially convey the information regarding the temporary modification of comp time use for Emergency Management and Road and Bridge, as previously discussed in the May 19, 2011 Commission meeting.

Dixie Wagner

From: Nikki Lawrence
Sent: Wednesday, December 08, 2010 9:44 AM
To: Nikki Lawrence
Subject: Comp Time

Good Morning!

The Commission discussed and concurred that all employees which have accrued over 80 hours of comp time will be paid during next pay period.

Section 9-2 in the Personnel Policy states as follows:

Cash Payment for Overtime

After you accrue a maximum of 80 hours of comp time (53.4 hours of overtime worked), you will be paid at the rate of one and one half (1½) times your normal pay for all additional overtime worked.

You will be paid at anytime for unused accrued comp time over 80 hours. Payment will be at your regular rate of pay at the time payment is made.

Example: You have worked 40 hours of overtime, thereby accruing 60 hours of comp time. You have not used the comp time, and county decides to pay you for it. You will receive payment equal to your regularly hourly rate times 60 hours:

$\$ \text{Your hourly rate} \times 60 \text{ hours comp} = \text{payment to you}$

Your comp time at 1 ½ has already been figured into your available comp.

Nikki Lawrence
Taney County Commission
Administrative Assistant
P.O. Box 1086
Forsyth, MO 65653
417-546-7204 Telephone
417-546-3931 Fax
nikkil@co.taney.mo.us

**BID PROCEDURE (OPEN/DISCUSSION/AWARD)
-FOOD SERVICES MANAGEMENT**

Sheriff Jimmie Russell and Purchasing Agent Ron Erickson went before the Commission to open the three bids regarding food services management. The first submission was from ABL Management; the second submission was from A'Viands, LLC; the third submission was from CBM Managed Services.

Sheriff Jimmie Russell said he would review the bids with the Purchasing Agent and return to the Commission with a recommendation at 8:00 a.m. Thursday morning. This was a bid specification for up to three years. A written change notice would allow modification within the three year timeframe.

-AVIATION FUEL

Mark Parent with the Taney County Airport and Purchasing Agent Ron Erickson went before the Commission to open three bids. The first submission was from Bill Huntman, World Fuel Services; the second submission was from Naegler Oil Company; the third submission was from Arrow Energy Incorporated. The submissions would be presented to the Board for their review. Commissioner Houseman requested a breakdown presentation to the Commission for their records.

-AVIATION FLIGHT SCHOOL

Two pieces of bid correspondence were received. The first submission was from Bill Lee with a no bid response. The second submission was from Ron and Becky Reeser with a no bid response form as well. Both would be presented to the Airport Board.

-CISCO SERVERS

Network Administrator Bill Van Kirk and Ron Erickson addressed the Commission. The one response was from Alexander Open Systems (AOS) with a submission of \$13,124.28. The recommendation was to repost to set a time of 8 a.m. on Thursday.

BID PROCEDURE – COMPUTERIZED TEMPERATURE CONTROL

After discussing EPM's service with the Ozark School System and Reed Springs School, Ron Erickson recommended to award the Computerized Temperature Control bid to EPM.

Commissioner Strafuss moved to accept the bid from EPM for the Computerized Temperature Control with voltage and monitoring for the judicial facility and jail only. Commissioner Strahan seconded the motion for discussion.

7-6-11

JUSTICE CENTER AND JAIL

<u>BASE CTC SYSTEM COST</u>	<u>289,331</u>	=	<u>6.04 YEARS</u>
ENERGY SAVINGS	47,861		

<u>BASE CTC & VOLTAGE COST</u>	<u>294,331</u>	=	<u>4.59 YEARS</u>
SAVINGS	64,111		

<u>BASE CTC w/VOLT & MONITORING</u>	<u>413,330</u>	=	<u>4.3 YEARS</u>
SAVINGS	96,189		

Commissioner Strahan stated that if it proved a savings, they would consider the old courthouse facility to be included as the third part of the bid. The motion passed by vote: Houseman (aye), Strahan (aye) and Strafuss (aye).

PROCUREMENT CARD UPDATE

Treasurer Helen Souttee and Auditor Rick Findley addressed the Commission to update the Procurement Card usage policy. Helen Souttee stated that since July 2010 through August 2011 the County received \$15,230 back via the 1% usage refund.

Sheriff Jimmie Russell gave some history as to what had prompted the interest in the procurement card system. Auditor Rick Findley gave more history as to the transition from non-interest bearing cards to the current card system. Helen stated that of the 92 cards, half were used within the Sheriff's Department. Rick Findley suggested that if a reduction in cards was needed, there were as many as 10 that might need to have action taken on them. Discussion ensued.

Collector Sheila Wyatt said office supplies could not be ordered without a credit card. Jimmie Russell felt it was a better tracking method than what they previously had.

Joanna Jasper in the Auditor's Office stated that there was the opportunity to set up different purchasing abilities as well as credit limits and that card limits could be set on a daily basis to reduce liability.

Commissioner Strafuss asked what changes in policies the Auditor's office would like to see implemented. Mr. Findley requested a policy setting a per diem for meals, following state requirements, as well as a seminar evaluation funded by the County. Joanna Jasper requested a policy for receipt documentation.

CONFLICT OF INTEREST ORDINANCE

County Clerk Donna Neeley provided the Commission with the Conflict of Interest Ordinance. Discussion ensued.

Commissioner Strafuss moved to approve the Ordinance of Taney County to Establish a procedure to disclose Potential Conflicts of Interest and Substantial Interests of Certain Officials, expiring September 14th 2012.

AN ORDINANCE OF TANEY COUNTY, MISSOURI, TO ESTABLISH A PROCEDURE TO DISCLOSE POTENTIAL CONFLICTS OF INTEREST AND SUBSTANTIAL INTERESTS FOR CERTAIN OFFICIALS.

BE IT RESOLVED BY THE GOVERNING BODY OF TANEY COUNTY, MISSOURI, AS FOLLOWS:

Section 1 - Declaration of Policy

The proper operation of government requires that public officials and employees be independent, impartial and responsible to the people; that government decisions and policy be made in the proper channels of the governmental structure; that public office not be used for personal gain; and that the public have confidence in the integrity of its government. In recognition of these goals, there is hereby established a procedure for disclosure by certain officials and employees of private financial or other interests in matters affecting the county.

Section 2 - Conflicts of Interest

a. All elected and appointed officials as well as employees of a political subdivision must comply with section 105.454 of Missouri Revised Statutes on conflicts of interest as well as any other state law governing official conduct.

b. Any member of the governing body of a political subdivision who has a "substantial or private interest" in any measure, bill, order or ordinance proposed or pending before such governing body must disclose that interest to the secretary or clerk of such body and such disclosure shall be recorded in the appropriate journal of the governing body. Substantial or private interest is defined as ownership by the individual, his spouse, or his dependent children, whether singularly or collectively, directly or indirectly of: (1) 10% or more of any business entity; or (2) an interest having a value of \$10,000 or more; or (3) the receipt of a salary, gratuity, or other compensation or remuneration of \$5,000 or more, per year from any individual, partnership, organization, or association within any calendar year.

Section 3 - Disclosure Reports

Each elected official, candidate for elective office, the chief administrative officer, the chief purchasing officer, and the full-time general counsel shall disclose the following information by May 1, or the appropriate deadline as referenced in Section 105.487 RSMo utilizing the "Financial Disclosure Statement for Political Subdivisions, (also known as the short form)" attached hereto.

a. For such person, and all persons within the first degree of consanguinity or affinity of such person, the date and the identities of the parties to each transaction with a total value in excess of five hundred dollars, if any, that such person had with the political subdivision, other than compensation received as an employee or payment of any tax, fee or penalty due to the political subdivision, and other than transfers for no consideration to the political subdivision

b. The date and the identities of the parties to each transaction known to the person with a total value in excess of five hundred dollars, if any, that any business entity in which such person had a substantial interest, had with the political subdivision, other than payment of any tax, fee or penalty due to the political subdivision or transactions involving payment for providing utility service to the political subdivision, and other than transfers for no consideration to the political subdivision.

c. The chief administrative officer, (as defined by the Taney County Commission as the Presiding Commissioner), chief purchasing officer, and candidates for either of these positions also shall disclose by May 1, or the appropriate deadline as referenced in Section 105.487, RSMo., the following information for the previous calendar year:

1. The name and address of each of the employers of such person from whom income of one thousand dollars or more was received during the year covered by the statement;
2. The name and address of each sole proprietorship that he owned; the name, address and the general nature of the business conducted of each general partnership and joint venture in which he was a partner or participant; the name and address of each partner or coparticipant for each partnership or joint venture unless such names and addresses are filed by the partnership or joint venture with the secretary of state; the name, address and general nature of the business conducted of any closely held corporation or limited partnership in which the person owned ten percent or more of any class of the outstanding stock or limited partnership units; and the name of any publicly traded corporation or limited partnership that is listed on a regulated stock exchange or automated quotation system in which the person owned two percent or more of any class of outstanding stock, limited partnership units or other equity interests;
3. The name and address of each corporation for which such person served in the capacity of a director, officer, or receiver.

Section 4 – Filing of Reports

a. The financial interest statements shall be filed at the following times, but no person is required to file more than one financial interest statement in any calendar year;

1. Every person required to file a financial interest statement shall file the statement annually not later than May 1 and the statement shall cover the calendar year ending the immediately preceding December 31; provided that any member of the (council/board) may supplement the financial interest statement to report additional interests acquired after December 31 of the covered year until the date of filing of the financial interest statement.

2. Each person appointed to office shall file the statement within thirty days of such appointment or employment covering the calendar year ending the previous December 31;

3. Every candidate required to file a personal financial disclosure statement shall file no later than fourteen days after the close of filing at which the candidate seeks nomination or election or nomination by caucus. The time period of this statement shall cover the twelve months prior to the closing date of filing for candidacy.

b. Financial disclosure reports giving the financial information required in Section 3 shall be filed with the local political subdivision and with the Missouri Ethics Commission. The reports shall be available for public inspection and copying during normal business hours.

Section 5 – Filing of Ordinance

A certified copy of the ordinance (order/resolution), adopted prior to September 15th, shall be sent within ten days of its adoption to the Missouri Ethics Commission.

Section 6 – Effective Date

This ordinance shall be in full force and effect from and after the date of its passage and approval and shall remain in effect for two years from the date of passage.

Robert B. Howard 9/12/11
 (Presiding Commissioner) (Date)

Robert B. Howard 9/12/11
 (Attest: County Clerk) (Date)



Financial Disclosure Statement for Political Subdivisions

1. **Statement Information (select one)**

Type: New Amended

2. **Filing Status & Time Period Covered (select one & insert time period)**

A. Filing Status

- Annual Filer - file from Jan 1 to Dec 31 of prior year, due by May 1
- Newly Appointed/Employed - file for calendar year before start date, due within 30 days
- Incumbent Candidate - file from Jan 1 of prior year to closing date for candidacy (may be longer than 12-month period), due within 14 days of closing date for candidacy
- New Candidate - file for the 12-month period before the closing date for candidacy, due within 14 days of closing date for candidacy

B. Time Period Covered: from ___/___/___ to ___/___/___ (mm/dd/yyyy)

3. **Filer's Information**

First Name (Print, M.D., Jr., Esq.) _____	Spouse's Name (Print, M.D., Jr., Esq.) _____
Working Address (City, State, Zip) _____	<input type="checkbox"/> Check if spouse is filing separately from you. If your spouse is not required to file a PFD, this statement MUST disclose his/her information.
Expected child's name (Print, M.D., Jr., Esq.) _____	Spouse's Address (Print, M.D., Jr., Esq.) _____
Political Subdivision (Print, M.D., Jr., Esq.) _____	Title (Print, M.D., Jr., Esq.) _____

4. **Transaction Information**

A. List the transactions you, your spouse, dependent child(ren) or parents had with the political subdivision listed above valued at more than \$500. Do not include compensation received as an employee, payment of taxes, fees or penalties or transfers for no consideration.

Date (mm/dd/yyyy) _____	Particulars (Print, M.D., Jr., Esq.) _____
Date (mm/dd/yyyy) _____	Particulars (Print, M.D., Jr., Esq.) _____
Date (mm/dd/yyyy) _____	Particulars (Print, M.D., Jr., Esq.) _____

B. List the transactions for any business entity, in which you, your spouse or dependent child(ren) holds a substantial interest, that conducted business with the political subdivision listed above valued at more than \$500. Do not include payments of taxes, fees or penalties due to the political subdivision or transactions involving payment for providing utility service to the political subdivision or transfers for no consideration. (NOTE: Substantial interest includes ownership of 10% of the business entity or interest valued at \$10,000 or more, or from which a salary, gratuity or other compensation of \$5,000 or more is paid per calendar year).

Date (mm/dd/yyyy) _____	Name of Business _____	Value (Print, M.D., Jr., Esq.) _____
Date (mm/dd/yyyy) _____	Name of Business _____	Value (Print, M.D., Jr., Esq.) _____
Date (mm/dd/yyyy) _____	Name of Business _____	Value (Print, M.D., Jr., Esq.) _____

5. **Signature (select one, sign & date)**

- Under penalties of perjury, I certify that I have disclosed all interest concerning the required financial information.
- Under penalties of perjury, I certify that I have disclosed all interest concerning the required financial information and further certify that my spouse has refused or failed to provide information concerning his or her financial interest and that I have no working knowledge of such interests.

Signature (Required) _____ Date (mm/dd/yyyy) _____

NOTE: The following information is required from the Chief Administrative Officer and Chief Purchasing Office only. Include information for filer, spouse and dependent children.

6. **Employment**
List the name and address of each employer from whom you, your spouse, or dependent child(ren) received income of \$1,000 or more during the period covered by this statement.

Employer Name	Employer Address (City, State, Zip)	Filer's Name (When Received Income)

7. **Sole Proprietorships**
List each sole proprietorship owned by you, your spouse or dependent child(ren).

Sole Proprietorship Name	Sole Proprietorship Address (City, State, Zip)

8. **General Partnerships, Joint Ventures**
List each general partnership and joint venture in which you, your spouse or dependent child(ren) are a partner or participant, and the name of partners or coparticipants unless such names and addresses are filed with the Secretary of State.

General Partnership or Joint Venture Name	Address (City, State, Zip)	Material Interest	List Each Copartner's Name & Address	Filer's Interest

9. **Limited Partnerships, Closely-held Corporations**
List the name of any closely-held corporation or limited partnership in which you, your spouse, or dependent child(ren) own ten percent (10%) or more of any class of the outstanding stock or units.

Business Entity (Name of Corp. or Partnership)	Address (City, State, Zip)	Material Interest	Filer's Interest

10. **Publicly Traded Corporation or Limited Partnership**
List the name of any publicly traded corporation or limited partnership which is listed on a regulated stock exchange or automated quotation system in which you, your spouse or dependent child(ren) own two percent (2%) or more of any class of outstanding stock, units or other equity interests.

Publicly Traded Corporation or Partnership Name	Filer's Interest

11. **Corporations**
List the name and address of each corporation for which you, your spouse, or dependent child(ren) served in the capacity of a director, officer or receiver.

Corporation Name	Corporation Address (City, State, Zip)	Filer's Name (When Served) in Capacity

This form is required to be filed with the Missouri Ethics Commission and with the governing body of your political subdivision. All elected and appointed officials as well as employees of a political subdivision must comply with §105.454 RSMo., on conflicts of interest and their own local code of ethics.

Commissioner Strahan seconded the motion. The motion passed by vote: Houseman (aye), Strahan (aye) and Strafuss (aye).

ARKANSAS GAME AND FISH RESPONSE

Commissioner Strahan stated that the main purpose of the discussion was established that the Corp of Engineers would be the liaison to Taney County. He clarified that there would be no response from Arkansas Game and Fish. He also stated that the meeting with them went very well.

**RECESS
10:17 AM**

EXECUTIVE SESSION – 911 UPDATE PER SECTION 610.021(3)

Commissioner Strafuss moved to go into Executive Session pursuant to RSMo 610.021 (3). Commissioner Strahan seconded the motion. The motion passed by roll call vote: Houseman (aye), Strafuss (aye) and Strahan (aye).

**EXECUTIVE SESSION
10:34 AM**

See Executive Session minutes for actions if any.

The Commission moved to remain in Executive Session with the following motion.

Commissioner Strafuss moved to go into Executive Session pursuant to RSMo 610.021 (1), (2), (3) & (12). Commissioner Strahan seconded the motion. The motion passed by roll call vote: Houseman (aye), Strafuss (aye) and Strahan (aye).

**EXECUTIVE SESSION
11:45 AM**

See Executive Session minutes for actions if any.

Commissioner Strahan moved to exit the Executive Session. Commissioner Strafuss seconded the motion. The motion passed by roll call vote: Houseman (aye), Strafuss (aye) and Strahan (aye).

**OUT OF EXECUTIVE
1:10 PM**

**RECONVENED
1:12 PM**

AGENDA REQUESTS REVIEW

The Commission reviewed agenda requests with Nikki Lawrence.

EXECUTIVE SESSION – LEGAL UPDATE PER SECTION 610.021(1), (2), (3) & (12)

Commissioner Strafuss moved to go into Executive Session pursuant to RSMo 610.021 (1), (2), (3) & (12). Commissioner Strahan seconded the motion. The motion passed by roll call vote: Houseman (aye), Strafuss (aye) and Strahan (aye).

EXECUTIVE SESSION
1:22 PM

See Executive Session minutes for actions if any.

Commissioner Stafuss moved to exit the Executive Session. Commissioner Strahan seconded the motion. The motion passed by roll call vote: Houseman (aye), Strafuss (aye) and Strahan (aye).

OUT OF EXECUTIVE
2:12 PM

Minutes were taken and typed by Lyn Wieneke, Deputy Clerk.