

Greene County Commission

Daily Briefing Minutes

TUESDAY, July 26, 2016

9:00 AM

County Commission Conference Room

933 N. Robberson

Attendees: Commissioners Cirtin (late arrival from another meeting), Bengsch and Bentley; Chris Coulter, Lacie Griffin, Leah Betts, Camille Knowles, Tina Phillips, Jeff Scott, Kate Morris and Marilyn Elsass.

Items for Consideration and Action by the Commission

1. Taxpayer Tax Refund Request—Lacie Griffin

The Collectors Office requested a refund of taxes paid on a common area that has now gone to zero value. The common area was split among surrounding parcels and was previously taxed separately causing property owners to pay double for their property. Statutes state the County can go back three years when considering refunds in this situation. Once the property is taxed/paid, the responsibility of requesting any refund(s) falls to the Collector's Office. The Collector requested the Commission approve a refund on said property for 2013-2015.

Commissioner Bentley moved to refund the amount of \$1491.63 for years 2013-2015, and the property now being placed at zero value. Commissioner Bengsch seconded. The motion was approved. Commissioner Cirtin was in route from another meeting and not present for the vote.

2. JAG Grant—Budget Office

This item is a split Intergovernmental Agreement (IGA) with the City of Springfield and Greene County. Commissioner Bentley moved to approve the agreement with the City of Springfield, but later withdrew the motion. The IGA was tabled until a court order is produced to accompany the document.

3. Monthly Bond Transfer—Budget Office

Monthly Bond Transfers for July 2016 were presented to the Commission for approval and circulated for signatures.

Informational Items

1. Budget Office—Jeff Scott

- *Jeff reported that state and federal partial payments have been received and will have a positive impact the 2017 budget.*
- *Jeff reported the Chamber committee meeting will be scheduled soon.*
- *Jeff presented the Commission with a draft of the Financial Advisory Task Force agenda that will take place on Thursday, July 28. Jeff asked for approval or revisions of any items. Jeff will send out a reminder of the meeting to attendees.*
- *Commissioner Bengsch asked about the jail per diem item. Jail per diem will be included in the presentation to the Financial Task Force.*

2. Human Resources—Camille Knowles

- *Camille gave an update of the Employee Appreciation Day committee meeting. Camille asked direction from the Commission regarding an invitation to state employees and if the County would be giving mementos to state employees. Camille states that in the past state employees had not been included, but was extended an invitation last year. She explained that the cost of the meals has increased from last year and she has less funds to cover expenses. There was a discussion of different options to consider. Upon suggestion, Camille will contact the Circuit Clerk's office regarding the possibility of helping to fund the event if the County includes state employees.*
- *Camille asked the Commission for approval to add two items to the HR software that would be voluntary responses from applicants. One is to add "two or more races" to aid in tracking diversity. The second item would be to ask the education level of the applicant. This information would be useful related to salaries, i.e. 42% employees have a degree and are 20% below market value. The Commission and Camille discussed the application options and the Commission agreed to add the information lines to the application.*
- *Camille spoke about a new committee forming called LEAD which stands for Leading Education About Diversity. Camille stated there are some employees who don't feel like they "fit in" which causes a lower retention of employees. Diversity can include education levels, and salary in addition to ethnic backgrounds. Camille stated other entities surrounding our campus have this type of group formed to improve diversity issues. Camille stated they are still in the initial stages and learning what their role might be.*

3. Jennifer McClure, absent.

4. Other Items

Chris Coulter

- *Chris presented the Commissioners with a draft letter to the City of Springfield for review.*
- *Chris informed the Commission of a Sunshine Law request.*
- *Chris reminded the Commission they will need to discuss appointing a Greene County representative to the Watershed Committee.*
- *Chris stated there will be a Collector's sale on the courthouse steps for taxes.*
- *Chris suggested the Commission meet with counsel to review any ballot issues.*
- *Chris stated the courts have given a list of requests regarding the Judicial renovation.*

Commissioner Cirtin:

- *Commissioner Cirtin gave a Board of Equalization update. Greene County counsel provided board members with training prior to their meeting Tuesday, July 26, 2016, at 8:00 a.m. Counsel explained the statutes that govern the board.*
- *Mr. Ron Bench has resigned from the Board of Equalization when his term ended and the County will need to appoint a board member to fill this vacancy. Commissioner Cirtin moved to appoint Ken Reynolds to the Board of Equalization. Commissioner Bentley seconded. The motion was unanimously passed. Commissioner Cirtin asked Marilyn to prepare a letter for Mr. Ron Bench thanking him for his service on the Board of Equalization.*