

Bob Dixon
Presiding Commissioner

Harold Bengsch
1st District Commissioner

John C. Russell
2nd District Commissioner



Shane Schoeller
Clerk of the Commission

Christopher J. Coulter, AICP
County Administrator

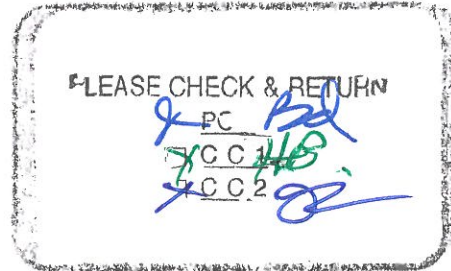
Megan Applegate
Executive Assistant

COUNTY COMMISSION

Greene County, Missouri

(417) 868-4112

Greene County Commission
Commission Briefing Minutes
Tuesday, February 25, 2020
08:45 AM
Historic Courthouse
Room 212
940 N Boonville



Attendees: Bob Dixon, Harold Bengsch, John Russell, Chris Coulter, Megan Applegate, Major Phil Corcoran, Jeff Basham, Mailyn Jeffries, Amanda Corcoran, Melissa Denney, Miriam Minter, Franz Williams and Jason Wertz.

Informational Items:

HR-Mailyn Jeffries

- Abilities first apprenticeship agreement is currently being reviewed by Attorney Paul Sherman.
- Health assessments are currently on going.
- Reminded Commission of upcoming health insurance meeting.

Budget-Jeff Scott

- General liability applications are out.
- Scott is planning on attending the domestic violence board meeting that is upcoming.

Chris Coulter

- The crossing guard agreement has been reviewed by John Housley.
- There has been a tree measured in Jamestown which is the fifth largest Chinkapin tree measured in the state.
- Reminded Commission of a Grant Avenue meeting next week.

Donna Barton

- Rotunda has been proofed and will be sent out next week

Items for Consideration and Action by the Commission

Highway Safety Grant, Sheriff's Office Commissioner Harold Bengsch moved to approve the highway safety grant as presented by the sheriff's office. Commissioner John Russell seconded the motion and it passed unanimously. Yes: Dixon, Bengsch and Russell.

Emergency Procurement Replacement of Cold Water Coil for 911, Purchasing Commissioner Harold Bengsch moved to approve the request for emergency procurement as presented by purchasing. Commissioner John Russell seconded the motion and it passed unanimously. Yes: Dixon, Bengsch and Russell.

Other:

With no other business the meeting was adjourned.

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Informational Items

HR
Budget
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Items for Consideration and Action by the Commission

Highway Safety Grant, Sheriff's Office
Emergency Procurement Replacement of Cold Water Coil for 911, Purchasing

Other:

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Other:



Highway Safety and Traffic Division
P.O. Box 270
Jefferson City, MO 65102
1-800-800-2358 or 573-751-4161

COUNTY AUTHORIZATION

On February 25th, 2020 the County Commission of Greene
County discussed participation in Missouri's Highway Safety Program.

It is agreed the County should participate in Missouri's Highway Safety Program.
It is further agreed the County Sheriff will investigate the possibilities of attaining
financial assistance from the Highway Safety Division.

When funding from the Highway Safety Division is no longer available, the local
government entity agrees to make a dedicated attempt to continue support for
this traffic safety effort.


County Commissioner
8-15-1


County Commissioner


Presiding Commissioner



Equitable Sharing Agreement and Certification



NCIC/ORI/Tracking Number: MO0390000
Agency Name: Greene County Sheriff's Office
Mailing Address: 1010 North Boonville Ave
Springfield, MO 65802

Type: Sheriff's Office

Agency Finance Contact

Name: Bassham, Jeff
Phone: 417-829-6008

Email: jbassham@greencountymmo.gov

Jurisdiction Finance Contact

Name: Hill, Justin
Phone: 417-868-4084

Email: jrhill@greencountymmo.gov

ESAC Preparer

Name: Bassham, Jeff
Phone: 417-829-6008

Email: jbassham@greencountymmo.gov

FY End Date: 12/31/2019

Agency FY 2020 Budget: \$30,587,693.76

Amended

Annual Certification Report

Summary of Equitable Sharing Activity

Justice Funds ¹

Treasury Funds ²

1	Beginning Equitable Sharing Fund Balance	\$46,640.49	\$0.00
2	Equitable Sharing Funds Received	\$20,520.22	\$0.00
3	Equitable Sharing Funds Received from Other Law Enforcement Agencies and Task Force	\$0.00	\$0.00
4	Other Income	\$8,614.57	\$0.00
5	Interest Income	\$1,025.19	\$0.00
6	Total Equitable Sharing Funds Received (total of lines 1-5)	\$76,800.47	\$0.00
7	Equitable Sharing Funds Spent (total of lines a - n)	\$30,228.00	\$0.00
8	Ending Equitable Sharing Funds Balance (difference between line 7 and line 6)	\$46,572.47	\$0.00

¹Department of Justice Asset Forfeiture Program participants are: FBI, DEA, ATF, USPIS, USDA, DCIS, DSS, and FDA

²Department of the Treasury Asset Forfeiture Program participants are: IRS, ICE, CBP and USSS.

Summary of Shared Funds Spent

Justice Funds

Treasury Funds

a	Law Enforcement Operations and Investigations	\$0.00	\$0.00
b	Training and Education	\$5,925.00	\$0.00
c	Law Enforcement, Public Safety, and Detention Facilities	\$0.00	\$0.00
d	Law Enforcement Equipment	\$22,187.93	\$0.00
e	Joint Law Enforcement/Public Safety Equipment and Operations	\$0.00	\$0.00
f	Contracts for Services	\$0.00	\$0.00
g	Law Enforcement Travel and Per Diem	\$0.00	\$0.00
h	Law Enforcement Awards and Memorials	\$1,309.59	\$0.00
i	Drug, Gang, and Other Education or Awareness Programs	\$805.48	\$0.00
j	Matching Grants	\$0.00	\$0.00
k	Transfers to Other Participating Law Enforcement Agencies	\$0.00	\$0.00
l	Support of Community-Based Programs	\$0.00	
m	Non-Categorized Expenditures	\$0.00	\$0.00
n	Salaries	\$0.00	\$0.00
	Total	\$30,228.00	\$0.00

**ORIGINAL
SIGNATURE NEEDED**

Equitable Sharing Funds Received From Other Agencies

Transferring Agency Name	Justice Funds	Treasury Funds

Other Income

Other Income Type	Justice Funds	Treasury Funds
Sale Proceeds	\$8,614.57	

Matching Grants

Matching Grant Name	Justice Funds	Treasury Funds

Transfers to Other Participating Law Enforcement Agencies

Receiving Agency Name	Justice Funds	Treasury Funds

Support of Community-Based Programs

Recipient	Justice Funds	

Non-Categorized Expenditures

Description	Justice Funds	Treasury Funds

Salaries

Salary Type	Justice Funds	Treasury Funds

Paperwork Reduction Act Notice

Under the Paperwork Reduction Act, a person is not required to respond to a collection of information unless it displays a valid OMB control number. We try to create accurate and easily understood forms that impose the least possible burden on you to complete. The estimated average time to complete this form is 30 minutes. If you have comments regarding the accuracy of this estimate, or suggestions for making this form simpler, please write to the Asset Forfeiture and Money Laundering Section at 1400 New York Avenue, N.W., Washington, DC 20005.

Privacy Act Notice

The Department of Justice is collecting this information for the purpose of reviewing your equitable sharing expenditures. Providing this information is voluntary; however, the information is necessary for your agency to maintain Program compliance. Information collected is covered by Department of Justice System of Records Notice, 71 Fed. Reg. 29170 (May 19, 2006), JMD-022 Department of Justice Consolidated Asset Tracking System (CATS). This information may be disclosed to contractors when necessary to accomplish an agency function, to law enforcement when there is a violation or potential violation of law, or in accordance with other published routine uses. For a complete list of routine uses, see the System of Records Notice as amended by subsequent publications.

Single Audit Information**Independent Auditor****Name:** Fredrich, Rebecca**Company:** KPM**Phone:** 417-882-4200**Email:** Rebeccaf@kpmcpa.com

Were equitable sharing expenditures included on your jurisdiction's prior fiscal year's Schedule of Expenditures of Federal Awards (SEFA)?

YES ☒ NO ☐

Prior year Single Audit Number Assigned by Harvester Database: 807953

Affidavit

Under penalty of perjury, the undersigned officials certify that they have read and understand their obligations under the *Guide to Equitable Sharing for State, Local, and Tribal Law Enforcement Agencies (Guide)* and all subsequent updates, this Equitable Sharing Agreement, and the applicable sections of the Code of Federal Regulations. The undersigned officials certify that the information submitted on the Equitable Sharing Agreement and Certification form (ESAC) is an accurate accounting of funds received and spent by the Agency.

The undersigned certify that the Agency is in compliance with the applicable nondiscrimination requirements of the following laws and their Department of Justice implementing regulations: Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*), Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681 *et seq.*), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794), and the Age Discrimination Act of 1975 (42 U.S.C. § 6101 *et seq.*), which prohibit discrimination on the basis of race, color, national origin, disability, or age in any federally assisted program or activity, or on the basis of sex in any federally assisted education program or activity. The Agency agrees that it will comply with all federal statutes and regulations permitting federal investigators access to records and any other sources of information as may be necessary to determine compliance with civil rights and other applicable statutes and regulations.

Equitable Sharing Agreement

This Federal Equitable Sharing Agreement, entered into among (1) the Federal Government, (2) the Agency, and (3) the Agency's governing body, sets forth the requirements for participation in the federal Equitable Sharing Program and the restrictions upon the use of federally forfeited funds, property, and any interest earned thereon, which are equitably shared with participating law enforcement agencies. By submitting this form, the Agency agrees that it will be bound by the *Guide* and all subsequent updates, this Equitable Sharing Agreement, and the applicable sections of the Code of Federal Regulations. Submission of the ESAC is a prerequisite to receiving any funds or property through the Equitable Sharing Program.

1. Submission. The ESAC must be signed and electronically submitted within 60 days of the end of the Agency's fiscal year. Electronic submission constitutes submission to the Department of Justice and the Department of the Treasury.

2. Signatories. The ESAC must be signed by the head of the Agency and the head of the governing body. Examples of Agency heads include police chief, sheriff, director, commissioner, superintendent, administrator, county attorney, district attorney, prosecuting attorney, state attorney, commonwealth attorney, and attorney general. The governing body head is the head of the agency that appropriates funding to the Agency. Examples of governing body heads include city manager, mayor, city council chairperson, county executive, county council chairperson, administrator, commissioner, and governor. The governing body head cannot be an official or employee of the Agency and must be from a separate entity.

3. Uses. Shared assets must be used for law enforcement purposes in accordance with the *Guide* and all subsequent updates, this Equitable Sharing Agreement, and the applicable sections of the Code of Federal Regulations.

4. Transfers. Before the Agency transfers funds to other state or local law enforcement agencies, it must obtain written approval from the Department of Justice or Department of the Treasury. Transfers of tangible property are not permitted. Agencies that transfer or receive equitable sharing funds must perform sub-recipient monitoring in accordance with the Code of Federal Regulations.

5. Internal Controls. The Agency agrees to account separately for federal equitable sharing funds received from the Department of Justice and the Department of the Treasury, funds from state and local forfeitures, joint law enforcement operations funds, and any other sources must not be commingled with federal equitable sharing funds.

The Agency certifies that equitable sharing funds are maintained by the entity that maintains the Agency's appropriated or general funds and agrees that the funds will be subject to the standard accounting requirements and practices employed by the Agency's jurisdiction in accordance with the requirements set forth in the *Guide*, any subsequent updates, and the Code of Federal Regulations, including the requirement to maintain relevant documents and records for five years.

The misuse or misapplication of equitably shared funds or assets or supplantation of existing resources with shared funds or assets is prohibited. The Agency must follow its jurisdiction's procurement policies when expending equitably shared funds. Failure to comply with any provision of the *Guide*, any subsequent updates, and the Code of Federal Regulations may subject the Agency to sanctions.

6. Single Audit Report and Other Reviews. Audits shall be conducted as provided by the Single Audit Act Amendments of 1996 and OMB Uniform Administrative Requirements, Costs Principles, and Audit Requirements for Federal Awards. The Agency must report its equitable sharing expenditures on the Schedule of Expenditures of Federal Awards (SEFA) under Catalog of Federal Domestic Assistance number 16.922 for Department of Justice and 21.016 for Department of the Treasury. The Department of Justice and the Department of the Treasury reserve the right to conduct audits or reviews.

7. Freedom of Information Act (FOIA). Information provided in this Document is subject to the FOIA requirements of the Department of Justice and the Department of the Treasury. Agencies must follow local release of information policies.

8. Waste, Fraud, or Abuse. An Agency or governing body is required to immediately notify the Money Laundering and Asset Recovery Section of the Department of Justice and the Executive Office for Asset Forfeiture of the Department of the Treasury of any allegations or theft, fraud, waste, or abuse involving federal equitable sharing funds.

Civil Rights Cases

During the past fiscal year: (1) has any court or administrative agency issued any finding, judgment, or determination that the Agency discriminated against any person or group in violation of any of the federal civil rights statutes listed above; or (2) has the Agency entered into any settlement agreement with respect to any complaint filed with a court or administrative agency alleging that the Agency discriminated against any person or group in violation of any of the federal civil rights statutes listed above?

☐ Yes ☒ No

Agency Head

Name: Arnott, Jim C.

Title: Sheriff

Email: jarnott@greencountymo.gov

Signature: _____ Date: 02-26-2020

To the best of my knowledge and belief, the information provided on this ESAC is true and accurate and has been reviewed and authorized by the Law Enforcement Agency Head whose name appears above. The Agency Head name above indicates his/her agreement to abide by the Guide, any subsequent updates, and the Code of Federal Regulations, including ensuring permissibility of expenditures and following all required procurement policies and procedures.

**SIGN
HERE**

Governing Body Head

Name: Dixon, Bob

Title: Presiding Commissioner

Email: bdixon@greencountymo.gov

Signature: _____ Date: 02/27/2020

To the best of my knowledge and belief, the Agency's current fiscal year budget reported on this ESAC is true and accurate and the Governing Body Head whose name appears above certifies that the agency's budget has not been supplanted as a result of receiving equitable sharing funds. Entry of the Governing Body Head name above indicates his/her agreement to abide by the policies and procedures set forth in the Guide, any subsequent updates, and the Code of Federal Regulations.

☒ I certify that I have obtained approval from and I am authorized to submit this form on behalf of the Agency Head and the Governing Body Head.

ex



OFFICE OF THE PURCHASING DIRECTOR
933 N. ROBBERSON AVE., SPRINGFIELD, MO 65802

BOB DIXON HAROLD BENGSCHE JOHN C. RUSSELL
PRESIDING COMMISSIONER COMMISSIONER, 1ST DISTRICT COMMISSIONER, 2ND DISTRICT

REQUEST FOR EMERGENCY PROCUREMENT

The county commission may waive the requirement of competitive bids or proposals for supplies when the county commission has determined that there exists a threat to life, property, public health, or public safety or when immediate expenditure is necessary for repairs to county property in order to protect against further loss of, or damage to, county property, to prevent or minimize serious disruption in county services or to ensure the integrity of county records. Emergency procurements shall be made with as much competition as is practicable under the circumstances.

A written determination of the basis for the emergency and for the selection of the particular contractor shall be included in the contract file. As soon as practicable, a record of each emergency procurement shall be made and shall set forth the contractor's name, the amount and type of the contract, and a listing of the item(s) procured under the contract.

UPON COMPLETION OF THIS FORM, PLEASE SUBMIT TO THE PURCHASING DEPARTMENT & BUDGET DEPARTMENT

Requesting Office or Department: Building Operations _____

Person Requesting __Franz Williams_____

Date Requested __February 18, 2020_____

Phone Number __417 868-4033_____

The following is a list of questions that must be answered when making emergency procurement requests. This is a formal document for submission to the Commission for the requesting department.

1. Please describe the reason for the request of emergency procurement with respect to the threat to public health, welfare, or safety: This is the cold water coil for the PSC 2nd floor which handles 911 phone center.

REQUEST FOR EMERGENCY PROCUREMENT

2. Describe anticipated consequences of not procuring immediately: Without cooling the 2nd floor can become very uncomfortable. And the 911 operators have a high stress job. Don't want to add to it.
3. Describe and attach any quotes received: Received a quote from CFM Distributors
4. Is this a one-time purchase? ☒ Yes ☐ No
5. If not, detail the anticipated future purchases with anticipated acquisition dates:
6. Was the expense included in your annual budget? ☐ Yes ☒ No
If you checked no, how are you proposing the request be funded?
Savings from Account: PSC Acct #
Or Contingency: _____

Vendor(s) Name	<u>CFM Distributors</u>
Vendor(s) Address	<u>1104 Union Ave Kansas City mo 64101-148</u>
Vendor(s) Phone	<u>816.842.5400</u>
Product Description	<u>Replacement of cold water coil.</u>
Estimated Cost	<u>\$ 13,090.00</u>
Account Number:	<u>101-13-442-54432</u>

Presiding Commissioner Approval:

Bond J. [Signature] 2/25/2020

Commissioner, 1st District Approval:

[Signature]

Commissioner, 2nd District Approval:

[Signature]

Auditor Approval:

[Signature] 2/29/2020

Purchasing Department Approval:

Miriam [Signature]

PURCHASE ORDER/ REQUISITION NUMBER: 047134 / 34626

(Assigned by Purchasing)/ (Assigned by Requestor)

047183