



Bob Dixon
Presiding Commissioner

Harold Bengsch
1st District Commissioner

John C. Russell
2nd District Commissioner

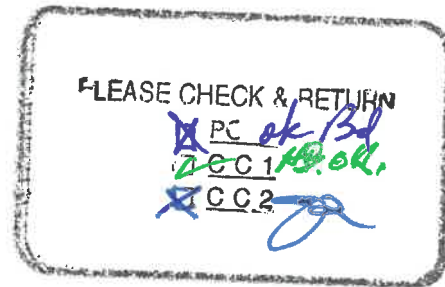
COUNTY COMMISSION
Greene County, Missouri
(417) 868-4112

Shane Schoeller
Clerk of the Commission

Christopher J. Coulter, AICP
County Administrator

**Greene County Commission
Commission Briefing Minutes**

Thursday, August 01, 2019
09:30 AM
Historic Courthouse
Room 212
940 N Boonville



Attendees: Bob Dixon, Harold Bengsch, John Russell, Donna Barton, Kevin Barnes, Rob Rigdon, Franz Williams, Chris Coulter, Rhonda Sneed, Justin Hill, Jim Arnott, Jeff Scott, Tina Phillips, Royce Denny, Laura Merriman, Shane Schoeller, Cindy Stein, Megan Applegate and Jason Wert.

Informational Items

Resource Management Barnes provided the Commission with property updates. Barnes also updated Commission on various projects around the county.

Items for Consideration and Action by the Commission

EX1 Sole Source Knowink LLC, Purchasing Office. Buyer Laura Merriman presented the Commission with the single feasible source purchase. Commissioner John Russell moved to approve the sole source purchase of Knowink LLC. Commissioner Harold Bengsch seconded the motion and it passed unanimously. YES: Dixon, Bengsch and Russell. NAY: none. Abstain: none Absent: none.

EX2 Treasurer's Annual Report, Justin Hill. Commissioner Harold Bengsch moved to approve the Greene County treasurer annual settlement. Commissioner John Russell seconded the motion and it passed unanimously. YES: Dixon, Bengsch and Russell. NAY: none. Abstain: none Absent: none.

EX3 Form 4379 MODR Request for Information of Local Sales Tax Records, Budget Office Budget Officer Jeff Scott presented the Commission with Form 4379 MODR. Commissioner Harold Bengsch moved to approve the Presiding Commissioner to sign form 4379 MODR. Commissioner John Russell seconded the motion and it passed unanimously. YES: Dixon, Bengsch and Russell. NAY: none. Abstain: none Absent: none.

Other: Sheriff Jim Arnott provided Commission with current jail population. 910 inmates with 213 inmates being federal. 150 inmates housed out of county. Sheriff Arnott explained that he and staff had been working on an additional temporary jail proposal. Arnott explained two different proposals and estimated costs and location of each proposal. Discussion ensued. Sheriff Arnott will provide Commission with additional documents which will include a cost analysis. Commission will not make any decisions until definitive numbers are presented.

With no other business the meeting was adjourned.



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Greene County Commission
REVISED Commission Briefing Agenda

Thursday, August 01, 2019
09:30 AM
Historic Courthouse
Room 212
940 N Boonville

Informational Items
Resource Management

Items for Consideration and Action by the Commission
Sole Source Knowink LLC, Purchasing Office

~~Sole Source Evidence.com, Purchasing Office~~

~~Paragon Architecture's Professional Services Contract, Purchasing Office~~

Treasurer's Annual Report, Justin Hill

Form 4379 MODR Request for Information of Local Sales Tax Records, Budget Office

Other:

REVISED 07/30/2019

EX1



OFFICE OF THE PURCHASING DIRECTOR
1443 N. ROBERSON AVE., SUITE 1000, SPRINGFIELD, MO 65802

BOB DIXON
PRESIDING COMMISSIONER

HAROLD BENGSCHE
COMMISSIONER, 1ST DISTRICT

JOHN C. RUSSELL
COMMISSIONER, 2ND DISTRICT

July 17th, 2019
News-Leader
Phone 836-1164
Fax #836-1147
No. of Pages (1)

Attention: Legal Ads Department

Please publish the following Advertisement for Sole Source Purchases one time only on Thursday, July 18, 2019.

NOTICE OF INTENT TO MAKE SINGLE FEASIBLE SOURCE PURCHASE

Greene County believes there is only a single feasible source from which to purchase the following items, and intends to make a purchase unless viable competition is established. Contact the Purchasing Department at 417-868-4012 by 9:00 a.m. on Wednesday, July 31, 2019 if you can supply the following:

- **KNOWINK Software subscriptions, support & maintenance.**

Please furnish a tear sheet as proof of publication. Refer to Account No.168837/417-868-40 when invoicing.

Thank You,

GREENE COUNTY PURCHASING
Laura Merriman
417 868-4014
lmerriman@greenecountymo.gov

Please call with or email pricing information.

ex1



OFFICE OF THE PURCHASING DIRECTOR
1443 N. ROBBERSON AVE., SUITE 1000, SPRINGFIELD, MO 65802

BOB DIXON
PRESIDING COMMISSIONER

HAROLD BENGSCHE
COMMISSIONER, 1st DISTRICT

JOHN C. RUSSELL
COMMISSIONER, 2nd DISTRICT

August 1st, 2019

To: Greene County Commission
RE: Single Feasible Source Purchase

Commissioners:

The Purchasing Department has determined the following item(s) are a single feasible source purchase and wish to enter the single feasible source purchase into the commission minutes.

Knowlnk poll pads, software subscriptions, support & maintenance.

Sole Provider: Knowlnk, LLC
2111 Olive Street
St. Louis, MO 63103

Please see the attached correspondence provided by Knowlnk, LLC.

Pursuant with Section 50.783 RSMo., this intent to make a single source purchase was advertised and no competitive responses were received during the allotted period.

Regards,

Melissa Denney
Purchasing Director

By: 
Presiding Commissioner

By: 
Commissioner District 1

By: 
Commissioner District 2



Laura Merriman
Greene County MO Purchasing
1443 Robberson
Springfield, MO 65802

July 3, 2019

Dear Laura:

This letter has been written to confirm that the KNOWiNK Poll Pad & annual software subscriptions are sole source products, and are only sold by KNOWiNK, LLC. Any Poll Pad and software must be purchased directly from KNOWiNK, LLC.

Regards,

Kevin Schott
CFO
KNOWiNK, LLC

EX2

**Greene County Treasurer
Annual Settlement with Commission (RSMo 54.290)
December 31, 2018**

CASH & CASH ITEMS

| | | | |
|--|--|------------------|-----------|
| Cash & Cash Items - Treasurer's Safe | | 10,025.15 | |
| Petty Cash - Bldg Maint | | 300.00 | |
| Petty Cash - Bldg and Plan | | 25.00 | |
| Petty Cash - Jail | | 50.00 | |
| Petty Cash - Juv | | 100.00 | |
| Petty Cash - Shf | | 150.00 | |
| Petty Cash - Shf Transport | | 1,000.00 | |
| Petty Cash - Control Substance Acquisition | | 2,400.00 | |
| Petty Cash - P&Z | | 25.00 | |
| Petty Cash - Gen Srvc | | 100.00 | |
| Petty Cash - R&B | | 200.00 | |
| Petty Cash - Assessor | | 25.00 | |
| Petty Cash - Service Center | | 100.00 | |
| Resource Mgmt Pending Deposits | | 552.39 | |
| TOTAL | | <u>15,052.54</u> | 15,052.54 |

BANK ACCOUNTS

| | | | |
|--------------------------------|-------------------------------------|-------------------|--------------|
| UMB Sweep (Checking) Account | 1.74% (currently 1.85% April, 2019) | 5,439,190.37 | |
| Less Outstanding Checks | | (2,275,895.66) | |
| Recorder of Deeds Bank Account | 1.74% (currently 1.85% April, 2019) | <u>683,051.03</u> | |
| TOTAL | | | 3,846,345.74 |

INVESTMENTS

| | | | |
|-----------------------------|--------------------------------------|---------------------|---------------|
| SFC Bank Insured Cash Sweep | 2.00% (Currently 2.25% April, 2019) | 3,016,107.75 | |
| Commerce Broker Portfolio | Treasuries, Agency Bonds, CDs | 19,669,228.31 | |
| Central Bank Portfolio | Treasuries, Agency Bonds, CDs | 6,195,576.61 | |
| UMB Broker Portfolio | Treasuries, Agency Bonds, CDs | 16,263,000.00 | |
| Local Bank CDs | | <u>5,642,788.22</u> | |
| TOTAL | | | 50,786,700.89 |

DEPOSITS & ADVANCES

| | | | |
|---|--|---------------|------------------|
| General Petty Cash Receipts Pending Reimbursement | | 2,372.50 | |
| Extradition Advances Receivable | | 60,379.13 | |
| PA Express Mail Deposit | | <u>100.00</u> | |
| TOTAL | | | <u>62,851.63</u> |

TOTAL ASSETS UNDER TREASURER'S CONTROL 12/31/2018 54,710,950.80

OTHER ITEMS INCLUDED IN FINANCIAL STATEMENTS

| | | |
|---|-------------------------------------|------------|
| Bond Proceeds and Reserves held by Trustee (County Treasurer directs investments through trustee) | | |
| Circuit Clerk's Office Funds | Bank accounts held by Circuit Clerk | 131,615.96 |

Note: Signature below is only an indication of receipt of this report





 Presiding Commissioner Commissioner District 1 Commissioner District 2

Greene County Treasurer
Annual Settlement with Commission (RSMo 54.290)
December 31, 2018

TREASURER LIABILITIES

| | |
|--|---------------|
| General Revenue Emergency | 1,173,188.42 |
| Liability Insurance Cash Reserve | 430,000.00 |
| General Revenue Warrants | 1,316,579.03 |
| Bonds - Moving & Subdivision | 613,566.67 |
| Cities in Greene County | 217,423.34 |
| County Employee Retirement Fund | 24,496.85 |
| Criminal Fees | 16,064.27 |
| Prosecuting Attorney Retirement Fund | (969.00) |
| Pros Contingency Fund | 2,500.00 |
| Security Deposit - Big Momma's | 300.00 |
| Sheriff Employee Misc Fund | 3,523.19 |
| Unclaimed Fees | 44,109.99 |
| Victim Memorial Garden | 625.44 |
| Youth Opportunity Program | 4,000.00 |
| Shf Deputy Supplement Fund | 11,520.00 |
| County Clerk Sunshine Training Fund | 653.09 |
| Reserve for Bonding Company | 7,504.48 |
| General Revenue II Emergency | 554,782.50 |
| GR II Cash Operating Reserve | 5,355,000.00 |
| Liability Insurance Cash Reserve - GR2 | 570,000.00 |
| 27th Pay Period Reserve | 288,000.00 |
| General Revenue II Warrants | 833,179.26 |
| R&B Cash Operating Reserve | 2,100,000.00 |
| Liability Insurance Cash Reserve | 1,000,000.00 |
| Kansas Extension Project Reserve - R&B | 6,000,000.00 |
| Warrants - R&B | 13,629,102.97 |
| Employee Misc Fund - R&B | 583.29 |
| Assessment Fund Warrants | 4,390,120.03 |
| Warrants - RPI | 176,438.06 |
| Equipment Reserve - 911 | 300,000.00 |
| Warrants - 911 | 3,827,551.21 |
| Warrants - Sewer | 242,796.20 |
| Sewer Prepayment Escrow Fund | 3,614.70 |
| Warrants - LEST | 20,624.45 |
| Warrants - Park Fund | 2,559.79 |
| Senior Cash Operating Reserve | 250,000.00 |
| Warrants - Senior Services | 1,433,964.26 |
| Equipment Reserve - LEST II | 1,160,173.28 |
| Warrants - LEST II | 420,279.40 |
| Warrants - Drug Court | 230,183.41 |
| Warrants - Judicial Surcharge | 4,249.91 |
| Inmate Security Fund | 552,005.13 |
| Juvenile Incentive Program | 14,646.97 |
| PA Forfeiture Fund | 5,985.89 |
| LEPC | 13,369.37 |
| Collector Tax Maintenance Fund | 466,423.49 |
| Prosecuting Attorney-PA Handling Cost Fd | 162,724.95 |
| PA Delinquent Tax Fees | 148,084.15 |
| Prosecuting Attorney Training Fund | 5,649.57 |
| Recorder's User Fund | 1,144,034.31 |
| Warrants - Courthouse Admin. | 750.49 |
| Domestic Violence Shelter Board | 49,157.54 |
| Sheriff Fee Fund | 25,450.43 |
| Sheriff DARE Project Fund | 14,954.96 |
| Sheriff Justice Forfeiture Fund | 46,177.26 |
| Sheriff K-9 Fund | 41,971.04 |
| Sheriff Training Fund | 29,065.46 |
| Sheriff POST Commission Fund | 15,700.82 |
| Sheriff's Revolving Fund | 28,849.61 |
| Election Services Fund | 404,867.37 |
| Employee Appreciation Fund | 6,048.37 |
| School Fund | 1,461,317.08 |
| Tax Sale Surplus | 401,193.91 |
| Warrants - Bond Fund | 2,950,788.89 |
| NID Assessment Escrow Fund | 63,445.25 |

54,710,950.80

EXB



Missouri Department of Revenue
Request for Information or Audit of Local
Sales and Use Tax Records

Sections 32.057 and 144.121, RSMo, allow the Missouri Department of Revenue to release local sales and local use tax information to cities, counties, and districts that have imposed a sales tax or local option use tax. The Department has made this information available in three free reports; the Open Business Locations Report, The Financial Sales Distribution Report, and the Financial Use Tax Distribution Report.

The Department has made these reports available on a secure portal, MyTax Missouri. Please log onto the MyTax Missouri portal at <https://mytax.mo.gov> and sign up for access as a Government User. Each individual with the political subdivision listed on Form 4379 will need to register separately on MyTax Missouri as a Government User. Each Government User will receive an e-mail with their temporary password at which time they may log into MyTax Missouri and set up a series of security questions and make any changes to their user profile. Once you have requested access complete Form 4379 and submit it to the Department. We will validate the information provided on the form and grant access as requested.

Instructions

Confidentiality Statement

The reports you will receive contain confidential information. All persons listed on the form and any attachments are subject to the provisions of Section 32.057, RSMo. Those listed can only access the information in performing their official duties related to the administration of the tax and cannot disclose this information to the public or any other official who is not authorized to receive it.

Individuals Authorized to View and Download Reports

Please print the names of anyone that will be authorized to view the reports. Each person listed must sign and date the form. If you need to authorize additional persons please include an attachment stating such, including the same information in this section. If you need to change who is authorized to view your reports you must complete and submit a new Form 4379. All persons listed on this form will receive a user ID and password to log into the MyTax Missouri portal and access to the secure reports. If the person listed is also authorized to download and view reports for another city, county or district, that person will have a different user ID and password for each political subdivision.

Chief Executive Authorization

Please print the name and title of the chief executive of the city, county, or district making this request. If a city, this would be the mayor or equivalent. If a county, this would be the presiding commissioner. If a district, this would be the chairman of the district or a board member of the district. The person listed here must also sign and date the form.

The political subdivision of County of Greene (name of city, county, or district) Missouri, according to the provisions of Sections 32.057 and 144.121, RSMo, formally requests to inspect or audit any and all records requested below pertaining to the administration, collection, and enforcement of its sales tax or local option use tax.

List below the individuals needing access to the MyTax Missouri portal. Each user will need to have a unique e-mail address. Please print.

Authorization For Access

| | | | |
|--------------------------|----------------|-----------|-------------------|
| Name | Title | Signature | Date (MM/DD/YYYY) |
| Jeffery Scott | Budget Officer | | 08/01/2019 |
| E-mail Address | | User ID | |
| jscott@greencountymo.gov | | JScott123 | |
| Name | Title | Signature | Date (MM/DD/YYYY) |
| | | | ___/___/___ |
| E-mail Address | | User ID | |
| Name | Title | Signature | Date (MM/DD/YYYY) |
| | | | ___/___/___ |
| E-mail Address | | User ID | |
| Name | Title | Signature | Date (MM/DD/YYYY) |
| | | | ___/___/___ |
| E-mail Address | | User ID | |

Signature

Under penalties of perjury, I declare that the above information and any attached supplement is true, complete and correct. As chief executive of the city, county, or district I authorize and hereby confirm that the individual(s) named on this form and any attachments will receive and perform the inspection or audit on behalf of the city, county, or district. We have reviewed and will comply with Sections 32.057, 144.121, and 144.122, RSMo, pertaining to the strict confidentiality of all records of the Missouri Department of Revenue to which access has been granted.

| | | | |
|--------------|------------------------|-----------|-------------------|
| Print Name | Title | Signature | Date (MM/DD/YYYY) |
| Robert Dixon | Presiding Commissioner | | 08/01/2019 |

Mail to: Taxation Division
P.O. Box 3380
Jefferson City, MO 65105-3380

Phone: (573) 751-4876
Fax: (573) 522-1160
E-mail: localgov@dor.mo.gov

Form 4379 (Revised 08-2017)



14022010001

Continuation



Missouri Department of Revenue
Request for Information or Audit of
Local Sales and Use Tax Records

The political subdivision of County of Greene, Missouri (name of city, county, or district) Missouri, according to the provisions of Sections 32.057 and 144.121, RSMo, formally requests to inspect or audit any and all records requested below pertaining to the administration, collection, and enforcement of its sales tax or local option use tax.

All report requests and authorizations contained in this form will expire on June 30. If you wish to continue to receive reports after this date you must submit a new request. The Department of Revenue will accept report requests and authorizations for the July 1 - June 30 fiscal year beginning May 1.

Please list below the person(s) who will be given access to view reports after they have been downloaded. If more than three people will have access, please attach a list of the additional persons, signed and dated by each.

| | | |
|------------------------------|---------------|---------------------------------|
| Print Name Bob Dixon | Signature | Date (MM/DD/YYYY) 08/01/2019 |
| Print Name Harold Bengsch | Signature | Date (MM/DD/YYYY) 08/01/2019 |
| Print Name John Russell | Signature | Date (MM/DD/YYYY) 08/01/2019 |
| Print Name Chris Coulter | Signature | Date (MM/DD/YYYY) 08/01/2019 |
| Print Name Cindy Stein | Signature | Date (MM/DD/YYYY) 08/01/2019 |
| Print Name Justin Hill | Signature | Date (MM/DD/YYYY) 08/01/2019 |
| Print Name Tina Phillips | Signature | Date (MM/DD/YYYY) 08/01/2019 |
| Print Name Mike Cagle | Signature | Date (MM/DD/YYYY) 08/01/2019 |

As chief executive of the city, county, or district, I authorize and hereby confirm that the individual(s) named above and on any attachments will receive or perform the inspection or audit on behalf of the city, county, or district. We have reviewed and will comply with Sections 32.057, 144.121 and 144.122, RSMo, pertaining to the strict confidentiality of all records of the Department to which access has been granted.

| | | |
|---|---------------|---------------------------------|
| Printed Name and Title Bob Dixon, Presiding Commissioner | Signature | Date (MM/DD/YYYY) 08/01/2019 |
|---|---------------|---------------------------------|