

Bob Dixon
Presiding Commissioner

Rusty MacLachlan
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**

Thursday, August 19, 2021
9:30 AM
Commission Conference Room
1443 N. Robberson, 10th Floor

PLEASE CHECK & RETURN

<input checked="" type="checkbox"/>	PC
<input checked="" type="checkbox"/>	CC1
<input checked="" type="checkbox"/>	CC2

The Greene County Commission is now offering an alternative to attending the meeting. Please join our meeting from your computer, tablet or smartphone. <https://www.coxmedical.mo/GCCCommissionOffice>. You can also dial in using your phone. United States: +1 (872) 240-3412. You will be prompted for a PIN number where you will hit the "#" key and be prompted for an access code: 675-853-269

PLEASE BE AWARE: Cox Health has adopted a universal masking policy for all their properties. Masks are to be worn entering and exiting their facilities and medical office buildings as well as when in any interior common areas such as a lobby, hallway, shared bathroom, elevator, and stairwell.

WARNING Under Missouri law, any individual entering the premises or engaging the services of Greene County waives all civil liability against the individual or Greene County for any damages based on inherent risks associated with an exposure or potential exposure to COVID-19, except for recklessness or willful misconduct.

Attendees: Bob Dixon, Rusty MacLachlan, John Russell, Chris Coulter, Rick Artman, Adam Humphries, Jon Mooney and Megan Applegate.

Teleconference Attendees: Jeff Avers, Mike Cagle, Tina Phillips, Jeff Scott, Allen Icet, Kylie Young, Jeff Bassham and Cheryl Dawson-Spaulding.

Informational Items

Health Department-Jon Mooney

- 7-day average for COVID-19 cases are 113.
- 211 hospitalizations.
- 13 new deaths.
- 51% of individuals are partially vaccinated. 45% fully vaccinated individuals.
- 10% of all cases are break through cases.
- 94% of deaths are unvaccinated individuals.
- Full FDA approval could come as early as September.

Cox Medical Tower • 1443 North Robberson Avenue, 10th Floor • Springfield, Missouri 65802
Mailing Address 940 Boonville Avenue • Springfield, Missouri 65802
www.greencountymo.gov

Items for Consideration and Action by the Commission

(EX1) Discussion and Possible Vote: Position Re-grading Request, Highway Department

Commissioner John Russell moved to approve the regrading request for the paint striper operator as presented. Commissioner Rusty MacLachlan seconded the motion and it passed unanimously. Yes: Dixon, MacLachlan and Russell.

Commissioner Rusty MacLachlan moved to approve the regrading request for the safety officer position. Commissioner John Russell seconded the motion and it passed unanimously. Yes: Dixon, MacLachlan and Russell.

(EX2) Discussion and Possible Vote: Warranty Deed, Highway

Commissioner Rusty MacLachlan moved to approve the warranty deed as presented. Commissioner John Russell seconded the motion and it passed unanimously. Yes: Dixon, MacLachlan and Russell.

(EX3) Discussion and Possible Vote: Surplus Property Request for Disposal, Court Administrator

Commissioner Rusty MacLachlan moved to approve the disposal of surplus property as presented. Commissioner John Russell seconded the motion and it passed unanimously. Yes: Dixon, MacLachlan and Russell.

Other:

Presentation of Sales Tax Oversight Board 2020 Annual Report, Budget

Budget Officer Jeff Scott highlighted presentation that is available at www.greenecountymo.gov

With no other business the meeting was adjourned.

Bob Dixon
Presiding Commissioner

Rusty MacLachlan
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

**REVISED: Greene County Commission
Commission Briefing Agenda**

Thursday, August 19, 2021
9:30 AM
Commission Conference Room
1443 N. Robberson, 10th Floor

The Greene County Commission is now offering an alternative to attending the meeting. Please join our meeting from your computer, tablet or smartphone. <https://www.gotomeet.me/GCCCommissionOffice>. You can also dial in using your phone. United States: +1 (872) 240-3412. You will be prompted for a PIN number where you will hit the "*" key and be prompted for an access code: 675-853-269

PLEASE BE AWARE: Cox Health has adopted a universal masking policy for all their properties. Masks are to be worn entering and exiting their facilities and medical office buildings as well as when in any interior common areas such as a lobby, hallway, shared bathroom, elevator, and stairwell.

WARNING Under Missouri law, any individual entering the premises or engaging the services of Greene County waives all civil liability against the individual or Greene County for any damages based on inherent risks associated with an exposure or potential exposure to COVID-19, except for recklessness or willful misconduct.

Informational Items
Health Department
Resource Management

Items for Consideration and Action by the Commission
Discussion and Possible Vote: Position Re-grading Request, Highway Department

Discussion and Possible Vote: Warranty Deed, Highway

Discussion and Possible Vote: Surplus Property Request for Disposal, Court Administrator

Other:
Presentation of Sales Tax Oversight Board 2020 Annual Report, Budget

Revised on 8/17/2021 @ 9:00 AM

Cox Medical Tower • 1443 North Robberson Avenue, 10th Floor • Springfield, Missouri 65802
Mailing Address 940 Boonville Avenue • Springfield, Missouri 65802
www.greencountymo.gov

**GREENE COUNTY HIGHWAY DEPARTMENT
INTER-OFFICE CORRESPONDENCE**

MEMO

Date: July 27, 2021

To: Commissioners
Chris Coulter
Marilyn Jeffries

From: Rick J. Artman
Highway Administrator

Subject: Equipment Operator - Striper
Re-classify as a Grade 10

This request is to re-evaluate the position of the Grade 9 Paint Striper Operator. We believe the Paint Striper Operator is essentially equivalent to other equipment operators at the Highway Department which are classified as a Grade 10. These equipment operators are responsible for “their” piece of equipment assigned to them as well as directing the actions of the small crew that is working on their particular operation. We believe our striper operator fits that description to a tee.

Our current paint striper cost Greene County taxpayers over four hundred thousand dollars in 2017. We are fortunate at the Highway Department to have a crew that takes pride in the operation and maintenance of the striper unit. Our crew takes excellent care of the unit and in fact when we sold the last striper (*a smaller unit than we have now*), it looked nearly as good as it did the day we purchased it.

In a typical “striping operation”, there is a “front truck” with an operator that is responsible for power sweeping, jet-blowing, or hand-brooming the roadway of loose debris that has accumulated on the road. This truck oftentimes has additional totes of paint and glass beads for refilling purposes. The striper unit itself has two paint-gun operators in the rear cab connected by VOX to the striper driver (operator). This operator uses a laser sight to hold a “true” line and alerts the paint gun operators of upcoming start/cut-off points and obstacles. There is also a “follow truck” that stays at the wet/dry point to prevent drivers from crossing the freshly painted line(s). The front truck driver and the rear truck driver also serve as flag persons when encountering intersections, etc.

The striper operator must have intimate knowledge of the operation of the unit and the paint delivery system. This includes filter cleaning/replacing, pump operation, and airless paint systems. The operator overhauls the main pumps when needed and rebuilds the paint guns and

bead guns on a regular basis. The operator also ensures that the striper is applying the paint and glass beads at the appropriate amounts. Excluding the repair/maintenance of the “truck’s powertrain”, the striper operator and his crew are responsible for the “mechanical” part of the paint equipment. In addition, the operator must possess a working knowledge of the National Traffic Control and Marking Standards by completing the IMSA certification training course.

Because of the equipment operation and maintenance along with the responsibility of directing the paint crew, we believe the striper operator is comparable to our other equipment operators and should be re-classified as a pay grade 10.

**GREENE COUNTY HIGHWAY DEPARTMENT
INTER-OFFICE CORRESPONDENCE**

MEMO

Date: July 27, 2021

To: Commissioners
Chris Coulter
Marilyn Jeffries

From: Rick J. Artman
Highway Administrator

Subject: Safety Officer Position
Re-classify as a grade 15

When the Safety Officer position was “split” from the Finance/Safety Officer position in 2013, it was discussed and approved to be advertised as Safety Officer-Grade 15. This was done to allow the person to concentrate more fully on the safety issues and not be directly involved in the finances of the department.

When the person that was the safety officer at the time abruptly left to work for Burlington-Northern Railroad, we lowered the position from a grade 16 to a grade 13 – something we just “pulled out of the air”. At a grade 13, the safety officer was two grades above the crew leader position, but was still below the grade of a maintenance crew supervisor (grade 15). This made a pathway for a crew member, crew leader, or equipment operator to “move up” and allow for an “intermediate” step before a full supervisor grade. After this plan was in effect for a time, we believed the safety officer grade of 13 was too low for the position based on his duties and responsibilities.

When the job study results were made known and positions were reviewed, the supervisors went from a grade 15 to a grade 16 and the crew leaders moved from a grade 11 to a grade 13—the same as the safety officer. Before the changes, the safety officer position was always “two grades” higher than the crew leader position, but now they are “graded” the same.

Over time, we’ve added more General Revenue vehicles with a current fleet larger than ever before (total 267 GR vehicles). The Safety Officer position is responsible to investigate the vehicle damage claims, citizen’s vehicle claims against the county, make recommendations, and deal with insurance companies. In addition, the Safety Officer is responsible for maintaining the highway department’s safety program(s) including safety training and certifications (*something we’ve put more emphasis on in recent years*), routine work zone “audits”, highway department building/campus safety, and investigation of highway department physical injuries that occur on

the job. They also work with the County Human Resources department on worker's compensation claims which involve highway department employees.

One of our recently retired employees was a member of our "rotating emergency on-call" pool. His replacement does not live in Greene County and therefore it would be a burden to utilize that person as an available on-call worker in a callout emergency. In order to keep our rotating on-call pool numbers viable and not overly burdensome on a few, we added the safety officer position to the regular rotating pool of available emergency investigators. This procedure has been working very well.

Because of the increased number of vehicles in the service pool across the county departments and investigations into the vehicle damages, maintenance work zone audits, the increased emphasis on safety programs and awareness, the responsibilities of the rotating emergency on-call pool, and the progression of a "crew leader-safety officer-supervisor", we propose that the Safety Officer position be re-classified as a grade 15 position.

Kylie Young, Court Administrator
Greene County Circuit Court
1010 North Boonville
Springfield, MO 65802
417-868-4899

August 18, 2021

To: Greene County Commission

Re: Disposal of a Diamante Stenograph

The court included a capital purchase item in the budget for FY 2021 to purchase new stenograph for Division 3. The current stenograph in Division 3 is over 10 years old. The Stenograph company has a cash back option for the older Diamante stenographs of \$650.00. The Circuit Court is requesting Commission approval to utilize the cashback option when purchasing the new replacement unit for the court in order to dispose of the older unit. The court does have a business need for the older machine.