

# BUCHANAN COUNTY COMMISSION

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Ron Hook  
Western District Commissioner

Scott Nelson  
Presiding Commissioner

Scott Burnham  
Eastern District Commissioner

Tuesday, April 9, 2024; 10:00 a.m.

In attendance were Presiding Commissioner Scott Nelson, Commissioner Scott Burnham, Commissioner Ron Hook, Academy Director Dan Sharp, Chief Deputy Treasurer Morgan Schnurr, Record over Deeds Rebecca Dunlap, Sheriff Bill Puett, IT Director Josh Royle, Assessor Dean Wilson, Assistant Prosecuting Attorney Kristina Zeit, Prosecuting Michelle Davidson, Auditor Tara Horn, Collector Peggy Campbell, County Clerk Mary Baack-Garvey, HR Director Annette Lanham, Circuit Clerk Ashley Thrasher and Purchasing Agent Kim Hartman.

Sheriff Puett led in reciting the Pledge of Allegiance. Commissioner Hook provided an invocation.

Presiding Commissioner Nelson opened the meeting.

Presiding Commissioner Nelson explained that there will be a shred day scheduled once a year with stops at the Courthouse, Hillyard Bldg, and Law Center. He asked that a day or two before the shred date, please have boxes that are to be shed at the Courthouse taken to the first floor and labeled as they are to be shed. At the Hillyard bldg, boxes can be taken to the dock area the day before or moved from the cages the day of, but someone will need to be available to assist with removing the boxes and providing access to the cage. This will be scheduled for the fall and adequate notice will be provided as to the date.

Public Administrator Annette Bertelsen and County Counsel Josh Bachman joined the meeting at 10:10.

Presiding Commissioner Nelson informed the group that a back-up generator is being placed in the area next to the cooling tower; this generator is sized so that it will provide back-up power to the entire building. In the next few weeks, the pit will be dug and that the generator will be placed later this year or early next year. He asked that everyone be cautious around the work site.

There will be a County Courthouse float in the upcoming Apple Blossom Parade, May 4; the theme is 100 years. The Assessor's Office has taken the lead on this; the truck & trailer have been donated. Mr. Wilson explained the group is working on getting some materials donated from Lowe's or Menards. Each office that plans to be a part of the float is to provide their own candy. Tracy Starks in the Assessor's Office will be sending out an email about ordering T-shirts for those participating in the event from The Mark-It. T-shirts will be approximately \$12 and the consensus was that they would all be the same color – blue. Presiding Commissioner Nelson explained that there was to be no election stuff and that everything had to be donated; there are to be no county tax dollars spent on this event and asked Mr. Wilson to let everyone know what the expenses are so donations can be made. Mr. Wilson said they have spent about \$50 to this point on supplies. Sheriff Puett explained that his department will lead the parade and have a vehicle to escort the county float.

Sheriff Puett explained that also on May 4 is the State of Missouri with have their Fallen Officer memorial in Jefferson City. The local memorial ceremony is May 15. He will provide more information on the local event as it is available.

Presiding Commissioner Nelson stated that PTO is use it or lose it, outside of the current policy to allow for carry over of five days.

Presiding Commissioner Nelson updated the group on the basement men's restroom remodeling project. No stalls will be lost during the remodeling; the maintenance department is currently waiting on the partitions to arrive. The hope is to have this project complete mid-next week. During the remodel, a cracked pipe was discovered that may be the cause of the sewer smell in other areas of the building. Once the men's restroom is complete, the maintenance department will start to remodel the basement women's restroom. Your patience is appreciated.

There was discussion on the policy on employees who have unpaid county taxes. Officeholders have been notified of employees in their departments who have not paid their county taxes and the officeholders should have informed these employees. Ms. Thrasher said that if state employees don't pay their state taxes, they are fired. Ms. Lanham said the City is the same. The policy allowed for discipline up to and including termination. Sheriff Puett explained that he wouldn't fire employees in his department for this reason; his department is more concerned with safety and has a hard time finding qualified employees; he would like to see an option to assist the employees with this such as a payroll deduction. Ms. Horn suggested that one disciplinary action could be to withhold raises. Ms. Lanham added that payroll deductions could be done and records kept as to how much each employee has been paid. Mr. Bachman was asked to make a form that would be provided; this wouldn't be mandatory, but an option to try to help the employees with payment.

Other items discussed were the status of the crossing light on Faraon Street; Presiding Commissioner Nelson explained that this is now in the City's hands. It creates safety issues for employees, the public and inmates. Ms. Lanham noted that Public Service Employee recognition week is the first week of May. Her office will be having events planned. Mr. Royle stated that employees are doing a great job on the phishing campaign. His office is working on replacing the phones in all county facilities. This should be complete by the end of the year and shouldn't cause any disruption in service. Mr. Bachman asked about transitioning emails to non-employee specific to aid in transitions of employees/officeholders. Mr. Royle explained that there are several options to having this type of set up.

There being no further business, the meeting adjourned at 10:50 a.m.