

Osage County Commission Meeting Minutes

June 20th, 2019

Meeting called to order by Presiding Commissioner Darryl Griffin at 08:30 AM

Meeting opened with Pledge of Allegiance

District 1 Commissioner John Glavin present

District 2 Commissioner Larry Kliethermes present

Media - HB Dodds

Deputy Clerk – Valerie Prater

Present for all or part of the meeting: Ron Kempker, Jerry Bryan, County Clerk Nicci Bouse, Chief Deputy Amber Hamilton, Andi Rice and Matt Walker with PSBA.

Approval of the Agenda and Minutes:

District 2 Commissioner Larry Kliethermes moves to approve the Agenda and Meeting Minutes with changes, seconded by Presiding Commissioner Darryl Griffin, and followed by two ayes in a roll call vote with one no vote from District 1 Commissioner John Glavin.

Bills, Notes and Communication:

Meetings:

-July 4th, 2019 – All county offices closed for Independence Day

-BOE Hearing is July 16th, 2019 at 9:00 AM. All appeal requests are to be submitted by 4:30 PM on July 8th, 2019

-Commission to do a walk through the Courthouse and Annex Building to check maintenance and try to see if they have any liability issues. August 1st, 2019 during the Commission meeting.

Old Business:

New Business:

-Presiding Commissioner Griffin stated “we have administrative Concerns, Comments/Department reports. I see we have a department head up here. Andi Rice responded that you have two department heads up here. Presiding Commissioner Griffin responded oh I am sorry Ron.

-Presiding Commissioner Griffin asked Andi if she had concerns about the new pay? Andi responded I am pretty sure from what I have heard, that it has already been addressed and which way we are going to go. Presiding Commissioner Griffin asked “Commissioner District 1 John Glavin if he wanted to comment on that, since Presiding Commissioner Griffin witnessed Commissioner Glavin visiting with Andi this morning prior to the meeting. Commissioner Glavin stated yeah I did, shouldn't you guys comment that you had a meeting with a department head after the meeting? Presiding Commissioner Griffin stated we talked individually with a department head about their concerns. Commissioner Glavin stated that he had talked to Andi this morning and asked did you guys talk to her? Commissioner Griffin stated we do not want to do anything to undermine you or something like that. We want you to comment please. Would you refer to down there about your concerns, so we are all on the same page. Commissioner Glavin stated we talked about when the time shift is up, it was informational. Commissioner Griffin asked what was Commissioner Glavins feelings about it. Commissioner Glavin stated he happened to agree with her. Commissioner Griffin asked you agree with who? Commissioner Glavin, I agree “Griffin Andi or Nicci. Commissioner Glavin stated I do not think we should be paying people to not be working. Commissioner Griffin stated okay I agree, we should not be paying people to not be working, what do suggest we do John? Commissioner Glavin you have got a guy working 5 minutes over for 3 straight days, okay that should pay 15 minutes of overtime, not 45 minutes. Commissioner Griffin stated I do not think I ever heard anyone suggest that. Andi stated this is what I wanted from the very beginning, a discussion regarding this. Andi stated so in TSheets we enter time on a daily basis, so I am just going to speak for my office, from 7:00 AM to 7:00 PM. My people will clock in at 6:55 AM, I will change it back to 7:00 AM, it's fine they know that they are not going to get paid for voluntary hours, they know they are not going to get paid to sit in there and BSing, they know that, but if they stay 5 or 15 minutes after a call because of a call, they should get paid for that. So, on a daily basis I do not want to say 7:00 PM to

change 7:05 PM. I do not want to change time on a daily basis and leave off that extra 5 minutes that they worked, when that extra 5 minutes could add up to 15 or 30 minutes at the end of the total pay period. We need to leave it as is and change it at the end of the period. That is what I thought you were doing Nicci. Nicci stated that is what we are doing, Andi asked then what is the issue? Nicci stated I guess they had looked at it and noticed that they were off. Andi asked who looked at what and what staff did it. Nicci stated I guess something was off. Andi stated in my opinion... is that the total number of hours at the end of the pay period. Nicci responded I am not sure, I know Amber looked at it and said the numbers were off and I am not sure if it was the last one or what, that is why she sent out that reminder. Andi asked so this is my issue with this, if we do not even know what is going on between the two of us, why are you sending emails like that? That is what I wanted for the discussion. Nicci stated because it was more then just one department going on, every other department does it by day as well and actually checks it and make sure it is right. Andi stated I do. Nicci responded I thought you just said you did not. Andi responded no we do times every day, they clock in and out, if they clock in or out wrong, I change it so they are always working for 12 hours, but if they stay over like for a 911 call or for whatever reason or a meeting with me, urinalysis, if I'm telling them to stay over for a specific reason, they should get paid for it. So, what I am saying is if they stay until 7:05 AM or 7:05 PM, I do not want to change that specific time back to 7:00 and delete that 5 minutes. Nicci responded I get that, Amber sent out the email earlier this week because we have to do the time that we, well I guess today's the last day, she wanted to remind everyone to make sure they are doing that. Then on your email saying that you did not understand, so that told us you were not wanting that to happen. Andi responded okay my email specifically said please address my concerns, I think we need to have a discussion about it. Nicci responded it was longer than that. Andi responded yep it is right here, I got it. Nicci responded but the thing what I had sent back over to you, you know the way that we have been doing it, that you have been fine with, that being like you were not fine with anymore, when you came back at her. Andi responded, no but her email said and I am not saying it was not pleasant, I am not saying that I am saying I want a discussion. It says they need to be clocking out in 15 minutes increments that is what I do not agree with. They might not clock out in 15 minutes increments. So, if we are going to talk about the entire pay period and someone worked 100 hours and 5 minutes and you want to remove the 5 minutes, I just do not agree with that and think that it is right. I understand that it is the end of the pay period as opposed to every day. That 5 minutes could add up. Nicci responded as long as I am okay with the fact, and everyone was okay with the 15-minute increments, we just as office holders just balance it out, in between however you need to if that is taking some off lunch or adding it to that. Now I understand you cannot do that because they work the full 12 hours. With you, if you want to do that just make sure at the end of the pay period that it is within the 15 minutes increments and not like 17 minutes. Andi responded I cannot make those changes like you can. We have talked about this before, if you want me to make these changes I would have to go into that specific day and change it. Let's use an example, my employee Bob works 7:00-7:00 every day for 20 days for the pay period, but on Monday he worked 12 hours and 5 minutes. So, you are telling me at the end of the pay period I would have to go back to that one day and remove the 5 minutes because it does not equal a 0 or a 15-minute increment. That is what I did not want to do. Does that make sense? Because I do not want to not pay him for that 5 minutes worked, so does that mean I have to pay him 15? Because he deserves it. This is what I told John this morning, I think you need to get Amanda Grellner involved in this. That is just like earned vacation, you cannot take their vacation away. They earned that 5 minutes. I understand that we are trying to make it easy on an office too. I truly do understand it. Nicci responded it will give me an error when I put it into QuickBooks, it won't do the odd numbers. It will only do by 15-minute increments when I sync it from TSheets to QuickBooks, that is where we are coming up with the issue. Andi responded but it is QuickBooks not TSheets. TSheets will allow you to do 5 minutes. Nicci responded TSheets does it, but when we have to sync it for the actual payroll that is where the error is. I have contacted TSheets and QuickBooks to resolve the error and there is nothing that we can do to change it. That is why we are reaching out to you guys and telling you that. Now there is that 7/8 rule that you had said. The state goes by it and it is out there and legal. Andi responded whatever happens I think it would be abused. I would hate to see people lie about it. I want to make it very clear that I do believe people will abuse and there is no other way around it. I do believe they deserve to be paid for the time they work. Now if it gives you an error on your time, we cannot help that. Nicci responded so the old pay sheets we use to do, before we switched to this new system about a year or year and half ago. They were always even and never 5 minutes over. What did you do then? Andi responded well they were not. I was looking at that this morning. I think that is what caused all the problems because the columns were never wide enough. I found a couple this morning that were off. Welp, there you go, there is another error right there in the timesheet. That is why we got rid of the excel spreadsheet. Because when I did say 12.32 hours, because you know you do the math. You divide the number of minutes by 60

minutes in the hour. Nicci stated but the total should equal up. Andi responded I think there were some handwritten stuff going on. Nicci asked from your office? Andi responded no, from your office. Nicci asked what do you mean handwriting stuff? Andi responded probably to tally that 0 or quarter hour. Nicci responded I still do not understand, we changed it? I'm going to go grab them and look, because I do not feel like we changed them unless we got approval from you to make sure it was balanced. Andi responded; it is okay you changed it for their benefit. Because you were paying them for what they deserved or earned Nicci responded I will check into that, because I know we would not have changed that without talking to you and letting you know that it was an error, so did we talk to you when there was an error? Andi responded I do not remember we have been doing TSheets for what 18 months. Nicci responded I just do not want it to seem like we changed it, because I am the one who has done the payroll for the last 4 years now. I know I would not have changed it without letting you know or sending you an email or anything. Andi responded yeah, maybe you did. I know you have about these too. Mine specifically has. Mine never tally right, I clock in and out at all hours of the day. What I am saying is that if I have sent that email or came down and talked to you, why would not you have said that is not right and we would have gone over the 12.2 or something like that? Andi responded I do not recall Nicci. Nicci responded I am not saying there is excuses, you are telling me what has happened in the past and that it is never been taking care of if that were the case. If it was not an issue then and we just let it be, why is it now? Andi responded the difference is now, is that we have a software that allows us to do it now and we never did it before. Nicci responded I know that TSheets will allow you, but QuickBooks will not. Andi responded and maybe that is the difference, we have no idea what you do in QuickBooks, you have never explained that, we do not know that. We only see what when we went into TSheets. I feel that it would be falsifying information. If I am removing 5 minutes, if I am adding minutes, I just do not feel like the employees earning it. Nicci responded by that rule, if it is between that 7/8-minute rule it does not matter if it is adding or taking away. This 7/8 rule needs to be added to the employee manual. We need to make more then that change to the manual. Commissioner Griffin responded we got an email this morning from Amanda Grellner to put out to all elected officials/department heads to have a meeting. Commissioner Griffin stated how often does this really happen that you would need to change someone's time? Andi responded not very often. Commissioner Griffin asked can you document that you made these changes at the end of the pay period. Andi responded I am going to advise that my employees use this 7/8 rule? Commissioner Griffin responded I believe that everyone in the county starts using it, Nicci can you compose a letter about this. Commissioner Glavin stated I want to see a written policy down before we start using it. Commissioner Kliethermes stated the pay period ends today, so why don't we start it this next pay period, and when we change the employee manual, we will put it in there as well. I do not think it is that big of a deal, we are really just arguing over it to argue. It is not very many times that it happens, and when it comes down to that if I had to stay an extra 5 or 10 minutes, the bottom of my application whatever the other assigned duties are it was just part of the job. Andi responded you are old school; it is not like that now a days. Commissioner Kliethermes stated but maybe that is the trouble with the world. Andi responded it is, but then I think I go back to the comment that I said that Amanda needs to be involved. Commissioner Griffin stated we need to put a memo out there to department heads having them pick a date everyone can agree on to discuss the employee manual changes with Amanda. Amanda is really far behind with meetings right now. Would you all want to do it at a commission meeting, or a special meeting or what? For all the commissioners to be here, we have to have a meeting to make it legal." Commissioner Kliethermes stated I guess it depends on how long everyone's list is. Nicci said she can look at all of her sticky notes people have told her over the time and compose a list. Discuss it more next week after I see how much needs to be changed and go from there with a date? Commissioner Griffin stated we will get a tentative date a month out with what works for her. Commissioner Griffin asked if the press could be there? Commissioner Glavin stated the press is not mandatory, we just have to post it this day that we are having this meeting about this subject, just for the public to.

-Deputy Clerk Valerie Prater presented Commission with two different forms for them to sign regarding Aflac.

-Matt Walker with PSBA introduced himself to the Commission saying he is an engineer who specializes in bridge work and was wondering if the County needed any help.

-Commissioner Griffin went over email regarding MRPC and TAC conference.

-Commissioner Griffin listened to voicemail from Marshall Owens from Perennial Environmental to do some studies at a later date and is calling to check if we had any road permits to bring some heavy equipment in. Commissioner Kliethermes thinks he should come introduce himself and tell the commission what he is going to do, if he is concerned enough that we might have a problem with it he should talk to us about it. Commissioner Glavin thinks it would be a good idea to have a policy on it. Commissioner Glavin made a motion to look into getting a policy.

Road and Bridge:

- Foreman Ron Kempker said his department is still addressing the Belle Area where they had washouts.
- Commissioner Griffin spoke to Foreman Kempker regarding the county has to be up to compliance since we receive grants. Commissioner Griffin would like Foreman Kempker to respray the parking lots especially the handicap lines to stay up with compliance or we will get zinged with penalties and withhold our funding and are tired of seeing people abuse parking in the wrong spot.
- Foreman Kempker stated his Administrative Clerk will start Friday.
- Commissioner Griffin told Foreman Kempker he had a good time last Friday at their safety meeting, I enjoyed being out there with your staff, you have a good staff.
- Commissioner Glavin stated that Rick Cramer who lives on County Road 251 wants a road closed sign. He wants to keep it and be able to put it out when there is flooding on his road. Commissioner Griffin asked if he is going to be the keeper of the sign? Commissioner Glavin stated yes, it would save us a lot of time and effort. When that water gets on that road, he would put the sign up. There is water over the road now. People have been driving down there and turning about and they are still doing it. This would stop them from doing it. Foreman Kempker asked in Fredericksburg, that would be Gasconade County. Commissioner Glavin stated no, it would be our side, he wants it on our side. The sign would be in Osage County. Commissioner Griffin stated I do not think it would be good policy to have a resident of Gasconade put up the sign. I do not think he should be the one to put up the sign that needs to be the Sheriff's department or the County." Commissioner Glavin stated then you need to go down and put up a sign then. Foreman Kempker stated our main concerns are to keep the roads open. Commissioner Glavin stated the sign needs to be where County Road 251 starts."
- The commission told Foreman Kempker that they have had several calls commenting on how great of a job the Road and Bridge Department did on grading their roads.

911

This is the Maries-Osage Ambulance contract. We did start dispatching for them last Monday and everything is going well. The Commission did not officially sign the contract, they did and just gave it to me at the training. Commission agreed to sign the contract. The amount to be paid annually is \$4,000.00. We can say it was executed today, and I can write that in here today. I just need your guys signatures please.

Other:

Public Comments:

Adjournment:

-With no further business, the meeting was adjourned at 09:30 AM. Motion to adjourn made by District 1 Commissioner John Glavin, seconded by District 2 Commissioner Larry Kliethermes, and followed by three ayes in a roll call vote.


Darryl Griffin
Presiding Commissioner