

OZARK SPECIAL ROAD DISTRICT (OSRD)
SPECIAL MEETING MINUTES
NOVEMBER 12, 2025

The meeting was called to order by Barbara Hover, President at 10:00 a.m.

Commissioners: President Barbara Hover (Present), Vice President Jerry Countryman (Present), and Secretary/Treasurer Dwight McNeil (Present).

OSRD Employees: Jody Stutesman, and Jennifer Tretter.

Guests: Derrick Estell and Matt Miller (Toth and Associates), Patrick Platter (Neale & Newman), Daniel Craig, Leslie Seawright, John Seawright, and Mike Bloom.

Agenda

Jerry Countryman made a motion to approve the meeting agenda. Dwight McNeil made a second. Approved 3-0.

Guest Business

Greenbridge Estates / Stormwater. Three residents were in attendance to share their questions and concerns about the Greenbridge Estates stormwater and erosion issues. Derrick Estell from Toth is currently reviewing Greenbridge Estates' latest stormwater plan submission and described the specific details of the path in getting the stormwater to the floodway line. Residents were satisfied with explanation of the plan.

Other Business

6th Avenue Property. Waiting for documents back from the sellers which will be delivered to Toth to file with the City of Ozark to approve the administrative subdivision.

2026 Projects. Derrick Estell presented the OSRD Pavement & Stormwater Infrastructure Assessment. Earlier this year, Toth evaluated every piece of infrastructure at the surface level. This is a living document that includes a list of priorities, recommendations, cost benefit analysis, and more to be used as a tool for planning projects. There was discussion about the road categories and project recommendations. Mike Bloom reminded the commissioners that they can hold an election to fund major projects with 4 year tax levies.

Riverside Bridge. Ownership of the bridge is in question. In a 2017 agreement, Christian County granted OSRD ownership of the bridge. Christian County has since conveyed their land interest around the bridge to the City of Ozark. Dwight McNeil made a motion authorizing Pat Platter to send letters to Christian County and the City of Ozark demanding an answer about the ownership of Riverside Bridge, with a deadline of December 5, 2025 at 5:00 pm. If there is no response, Mr. Platter is to file a petition regarding the matter. Jerry Countryman made a second. Approved 3-0.

Ozark Marketplace / Culvert on Rockhill. Joe Warren had concerns about the water coming onto his property. Derrick Estell stated that after meeting, the developer and Joe Warren agreed to keep an eye on it and see how the water does in the spring. Commissioners directed Toth to get a memorandum of understanding from the developer stating that if Joe Warren has a problem with the stormwater, it will be corrected.

City of Ozark IGA. There has not been any communication from the City of Ozark regarding negotiations of the IGA after their request for an extension. As it stands, December 1st terminates the IRA with the City of Ozark. Pat

Platter recommended a press release that he will draft. Dwight McNeil made a motion to purchase road signs, posts, hardware, and necessary equipment. Jerry Countryman made a second. Approved 3-0.

Rush Truck Center. The tandem axle truck is in Texas and estimated delivery is right after Christmas. The second truck will likely arrive after the new year. The lease agreements will be merged with the existing sales agreements for the commissioners to sign.

Brightspeed Claims of Damages / R.O.W. Utilities Policy. Received three separate damage claims from Brightspeed for damages from August 2024. Mr. Platter has been included in the correspondence. Jerry Countryman proposed that utilities in the OSRD right of way need to be clearly marked with an orange cap and white pole marker. Toth prepared OSRD's existing Right of Way document. Commissioners directed Toth to make changes to the Right of Way policy to include rules for utility companies.

Election MEC / Candidate Notice. Missouri Ethics Commission (MEC) requires commissioners to complete an updated Personal Financial Interest Statement.

SMCOG / Mitigation Plan / FEMA. On November 5th, Jerry Countryman, Jody Stutesman, and Jennifer Tretter attended the Christian County Hazard Mitigation Plan Update Kick Off Meeting. Christian County has hired Southwest Missouri Council of Governments to assist in updating its Multi-Jurisdictional Natural Hazard Mitigation Plan. All jurisdictions must participate to be eligible to receive FEMA funding. Jennifer Tretter will work with Jody Stutesman and TJ Hughes to complete the initial data collection questionnaire.

Equipment. Ongoing issues continue with the mowing arms on three John Deere tractors (the boom pinches and hits). John Deere has built a tractor in-house that is more versatile and can be used 365 days a year by removing the mower and using different attachments to plow snow, load trucks, etc. A new tractor costs \$168K. Jody Stutesman was hopeful that the trade-in value on the current tractors would be much higher being they are only a year old. Commissioners will consider the new tractors, but due to the ongoing issues, Barbara Hover stated that she is not interested in doing business or buying anything else from this vendor.

Administrative Duties & Topics. As Jennifer Tretter has been getting acquainted with the Administrator duties, she had the following items/topics to discuss and ask the commissioners for approval/guidance.

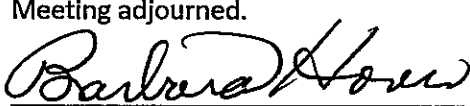
- Monthly Meeting Agenda Policy. Jennifer presented a draft for the commissioners to review prior to next week's regular monthly meeting on November 18th. Commissioners approved the draft.
- CRC Transition Plan. Jennifer has been meeting weekly with Michael Eck at CRC. They have worked out a training plan to transition payroll and bill pay to the Administrator during the month of December. Commissioners had no objections to the plan and the Administrator assuming these duties.
- Employee Handbook
 - Holidays Observed-Paid Policy. Based on conversation with the commissioners at the last meeting, Jennifer prepared changes to the Holidays Observed-Paid policy. A draft was presented to review prior to next week's meeting. When changes are made to the employee handbook, Jennifer will be sure to share with all OSRD employees and have them sign an acknowledgment form.
 - Drug Testing policy. The employee handbook states that new hires will be tested, and random testing will be conducted throughout the year. Jennifer learned that we are setup to do testing with TOMO Drug Testing and has recently been granted access to their online portal. She has updated the employee list to include all employees, including herself. One employee was sent

for a random UA last Friday. Jennifer stated that she will be having that employee complete a mileage reimbursement form because they drove their own vehicle.

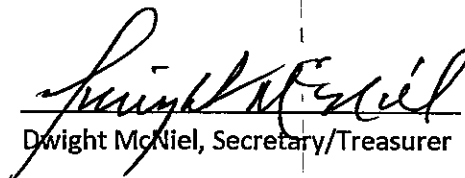
- Vacation Time. Jennifer presented questions regarding the Vacation Time policy as it is not clear when vacation time begins to accrue and how the 30 hour per week average is calculated. After discussion with the commissioners, they directed Jennifer to draft changes to clarify the policy.
- Sick Leave. This policy states that medical documentation is required if unable to work for more than 3 consecutive days. Jennifer questioned the legality of this, stating that a doctor's note about returning to work is more reasonable. Commissioners directed Jennifer to draft changes to the policy.
- Insurance Question. While completing the insurance renewal questionnaire, the question "Is bridge, dam, or marine work performed?" had previously been answered, "No". Jennifer questioned whether or not the answer should be "Yes." Pat Platter confirmed that OSRD should answer "Yes" to that specific question.
- LAGERS Retirement. Jennifer stated that she has seen information about LAGERS in previous meeting minutes and questioned where this left off. Barbara Hover stated that it has been tabled and they haven't yet made a decision. Commissioners instructed Jennifer to reconnect with LAGERS representative to get updated information so the topic can be revisited.
- Website. Jennifer continues to post updates to the website but has the intent to do much more including McCauley Bridge, and the Riverside project. She proposed the idea of implementing, "Sign Up for Email Notifications," on the website to use as a means to email meeting announcements, road closures, etc. The commissioners were not in favor of this because of the administrative burden.
- Drone Pictures. Jennifer followed up with Dwight McNeil about drone pictures he helped coordinate of the Riverside Road project. Dwight stated that he will follow up with 417 Drone to have the pictures sent. Toth stated that they also have access to a drone for pictures.
- Jennifer will be attending the Southwest Missouri Special Districts Legislative Roundtable in Clever tomorrow.

Adjourn

Jerry Countryman made a motion to adjourn at 12:22 p.m. Dwight McNeil made a second. Approved 3-0.
Meeting adjourned.



Barbara Hover, President
Minutes for 11/12/2025



Dwight McNeil, Secretary/Treasurer