

Phelps County Commission Record
November 2, 2023 Tenth Day of the October Term

Now at this 2nd day of November, the Commission met pursuant to adjournment and a quorum was present of the following members:

Joey Auxier, Presiding Commissioner
Sherry Stites, District 1 Commissioner
Gary Hicks, District 2 Commissioner

The Treasurer Cathy Tipton was also present. Deputy Clerk Hudson took notes.

IN THE MATTER OF
FENCING ENCROACHMENTS:

Commissioner Stites mentioned that a number of old fences in her district are leaning into County easements, obstructing the route of mowers.

It was mentioned that state law allows for the removal of obstructions to waterways and to County property. Commissioner Stites will speak with the Road and Bridge Department, and see if there is a form letter to advise citizens of an obstruction and the need to remove it.

The *Focus Reporter* entered at 9:04.

IN THE MATTER OF
ARPA FUNDS UPDATE:

The Treasurer provided an update on ARPA funding—Archer-Elgin is working with the Duke Fire Department on grant fund matching for \$150,000.

Local resident Ray Schweikhardt entered at 9:07.

The County's \$1 million CD matures January 12, 2024. \$471,818.31 of County ARPA funds remain unspent as of this date. Some \$25,000 in interest earned will be used as revenue replacement.

Deputy Clerk Mr. Cook entered at 9:12.

The Commission will investigate and review restrictions on funding before committing the remaining funds.

The Treasurer left at 9:17.

IN THE MATTER OF
PITNEY-BOWES CONTRACT - POSTAGE AND FOLDING MACHINES:

Mr. Cook from the County Clerk's Office updated the Commission on options for postage and folding machines, having recently observed different models in action.

The Commission asked if there were options better than what the County uses currently, and Mr. Cook said that the State retirement system uses a machine that appears to work more efficiently, and involves a lease increase of \$25 per month.

Information was received from the E-911 Board, with updates on their latest resolutions and infrastructure improvements.

IN THE MATTER OF
TIMEKEEPING REQUEST FOR PROPOSALS:

Two companies have asked for extensions to submit bids for timekeeping software for the County. The Commission considered the request and denied the same.

Ms. Lasher left at 10:56.

IN THE MATTER OF
COUNTY INSURANCE CONTINUED:

Mr. Cavender said he will be following up with departmental heads for Road and Bridge, because of its off-site facility, and the Health Department and Juvenile Offices, because of their State affiliations, concerning their insurance coverage. He will also contact Central Security, contracted for Courthouse security.

IN THE MATTER OF
ACCOUNTS PAYABLE:

The Commission reviewed and approved invoices in the amounts of:

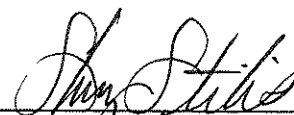
-General accounts:	\$112,684.28
-Employee Health Insurance:	\$135,724.14
-November contract pay:	\$19,585.68
-October Senior Companions bills:	\$850.58

Hearing no other business announced, the Commission adjourned at noon.

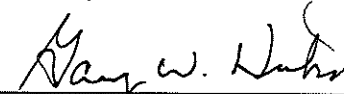
Read and Approved:



Joey Auxier, Presiding Commissioner



Sherry Stites, District 1 Commissioner



Gary Hicks, District 2 Commissioner

Phelps County Commission Record
November 7, 2023 Eleventh Day of the October Term

Now at this 7th day of November, the Commission met pursuant to adjournment and a quorum was present of the following members:

Joey Auxier, Presiding Commissioner
Sherry Stites, District 1 Commissioner
Gary Hicks, District 2 Commissioner

Mike Scott and Tonya Greven from Barker-Phillips-Jackson Insurance Company, State Representative Mayhew, and the *Focus* Reporter were also present. Deputy Clerk Hudson took notes.

IN THE MATTER OF
COUNTY INSURANCE:

Mr. Scott stated that BPJ insurance is recommending no increase in employee contributions, and no change in benefits for the County. The aggregate premium would not change with this proposal. The agents gave the Commissioners binders detailing their proposal.

Discussion was had of the agents' reasoning for this recommendation: Reinsurance has a good deal to do with this, as does the absence of any severe medical cases among County employees.

Local resident Chester Kojro entered at 9:27.

Previous years' numbers and projected expenditures were discussed, and will be reviewed next quarter.

Ashley Beistel and Brittany Robbins from Children's Division entered at 9:46.

The agents suggested a \$400,000 minimum reserve. On motion of Commissioner Hicks, seconded by Commissioner Stites, the proposed plan from BPJ was approved for 2024.

Mr. Kojro left at 10:23.

IN THE MATTER OF
CHILDREN'S DIVISION CRISIS INTERVENTION FUND:

Mses. Beistel and Robbins gave the Commission some updates on Children's Division's Crisis Intervention Fund.

The fund is used in instances where a full removal of children to foster care might not be appropriate; but, for instance, there is a house that needs to be cleaned or improved to make it safe for children to live in. Spending in this manner goes through two stages of approval.

If expenditure from the fund receives final approval, the Central Office in Jefferson City receives the bill, and there is generally about a month delay for reimbursement to be received. Commissioner Hicks asked why the County was involved in keeping an account, rather than the State directly funding these operations. Ms. Robbins explained that the reasoning was to have the money more immediately available at the County level. Representative Mayhew suggested that the Community Partnership

IN THE MATTER OF
INFRASTRUCTURE GRANT:

Ms. Campbell had a question about a public health infrastructure grant from the CDC that is being administered by the State.

Ms. Bock from the Road and Bridge Department entered at 11:30.

The public health grant was originally to be a block payment, but was amended to a reimbursement scheme. Department of Mental Health has done a study of employee retention, concluded that wellness is a problem, and has implemented a requirement for supervisors to agree to financial incentives tied to specified work-related activity or training, or paid wellness time off - either being reimbursable.


Time off is preferred by County employees. However, there is concern that this condition amounts to compensation above and beyond what is authorized by law.

Hearing no other business announced, the Commission adjourned at noon.

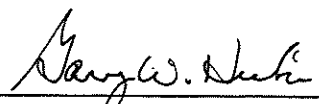
Read and Approved:



Joey Auxier, Presiding Commissioner



Sherry Stites, District 1 Commissioner



Gary Hicks, District 2 Commissioner

Phelps County Commission Record
November 9, 2023 Twelfth Day of the October Term

Joey Auxier, Presiding Commissioner
Sherry Stites, District 1 Commissioner
Gary Hicks, District 2 Commissioner
Laura Johnson, County Clerk

Also present were Recorder Robin Kordes and the Focus Reporter.

In the matter of
Chapter 100 Tax Abatement:

Commissioner Auxier reviewed and approved the Chapter 100 tax abatement for Acct # 2023-62063

Chief Justice of the Supreme Court Ms. Mary Russell, Judge Hickle, Judge Calvert, Judge Clayton and Bailiff Chris Reeder entered at 9:10 am. Recorder Kordes left at 9:14 am.

In the matter of
General discussion:

General conversation on county projects and legislative news was had with Chief Justice of the Supreme Court.

Tyler Kierz from Globe Life and Robin Kordes entered at 9:24 am. Ms. Russell, Hickle, Calvert, Clayton and Reeder left at 9:35 am.

In the matter of
Globe Life Discussion:

General discussion was had on what Globe Life offers for the County employees. Kordes asked if there were going to be any informational packets sent out to employees prior to the event. Discussions were had on how having prior information available will allow for the employees to research and discuss with their spouses prior to the day of.

Mr. Kierz and Ms. Kordes left at 10 am. Admin Assistant Theresa Lasher entered at 10 am.

In the matter of
Accounts Payable:

Commission reviewed and approved invoices in the amounts of \$171,361.05 for A - L, \$72,985.31 for M - Z and County payroll in the amount of \$248,069.38.

In the matter of
Payroll and attendance Bid opening:

As scheduled Commission opened the singular bid that was submitted on time at 10 am. The bid was from ADP INC and after brief review

Phelps County Commission Record

November 14, 2023 Thirteenth Day of the October Term

Now at this 14th day of November, the Commission met pursuant to adjournment and a quorum was present of the following members:

Joey Auxier, Presiding Commissioner
Sherry Stites, District 1 Commissioner
Gary Hicks, District 2 Commissioner

Local residents Bill Bicknell, Ping and Yi Long He, and Phelps County 911 Center Communications Chief Stacey Smith were also present. Deputy Clerk Hudson took notes.

IN THE MATTER OF
SENATE BILL 190:

Mr. Bicknell and Mr. and Mrs. He were seeking some guidance on the possible implications of implementing Senate Bill 190 tax freezes for senior citizens.

Discussion was had of the general mechanics of setting County levy rates; it was also explained that a freeze could lock in applicants at higher brackets than would be if assessments decrease after the applicant's eligibility for the freeze. The Commission also explained that there is a roll-back of the County portion of property inversely proportional to sales tax revenue.

Kelly Sink from the Meramec Regional Planning Commission entered at 9:12.

The Commission explained that it has no power to change the mandates in the statute; but that the bill is being appealed, and the state legislatures are a resource that local residence can reach out to.

Mr. Bicknell and Mr. and Mrs. He left at 9:25.

IN THE MATTER OF
MRPC - LAW ENFORCEMENT GRANT APPLICATION:

Ms. Smith explained that the local emergency dispatch service, working with the Meramec Regional Planning Commission, is looking to submit a grant application for a 90%/10% grant for a fiber and wireless connection update to emergency phonelines in a four-county area.

The Treasurer entered at 9:29.

Phelps County Emergency Services Boards projected liability for the updates is some \$800,000, and ARPA funds could be used. Ms. Sink explained there is a certification form stating that Phelps will be the lead county in a grant application across four counties, accompanied by a memorandum of understanding that will begin the application process. On motion of Commissioner Stites, seconded by Commissioner Hicks, the Commission approved the certification to apply for the grant.

Mses. Sink and Smith left at 9:40.

Ms. Campbell followed up on the November 7 discussion about a CDC infrastructure grant that requires as a condition supervisor to agree to financial incentives tied to specified work-related activity or training, or paid wellness time off - either being reimbursable.

Ms. Campbell researched Missouri Constitution Article III, which provides that government entities cannot provide compensation above the agreed amount for services already rendered - essentially prohibiting bonuses.

Legal counsel Travis Elliot was contacted by speaker phone, and Ms. Campbell outlined the situation to him.

Mr. Elliot advised he did not see a problem adding a new category of paid time off for the duration of the grant, as long as the County did not have to rework its paid leave policies and accounting. Ms. Campbell advised she could easily add a new category of paid leave accrued under this grant. Mr. Elliot suggested emphasizing to employees that the grant is temporary, and, like a temporary pay increase, there is no guarantee the accrual of time off will last. He also suggested that the Commission generate a document making clear that the time off will be based on a grant and only available, for a limited time, to Health Department employees. The Commission might even obtain employee signatures on this memorandum.

Ms. Lasher from the Sheriff's Department entered at 11:16 followed by Phelps Health CEO Jason Shenefield entered at 11:19.

IN THE MATTER OF
ROAD AND BRIDGE FACILITY:

The Commission reviewed a bill for construction costs on the new Road and Bridge facility in the amount of \$334,692.88. On motion of Commission Hicks, seconded by Commissioner Stites, the same was approved.

IN THE MATTER OF
TIMEKEEPING SOFTWARE:

Having awarded a contract to ADP, bidder to provide employee timekeeping and accounting software, on November 9, the Commission appointed Ms. Lasher, the County Clerk and Ashley Campbell as points of contact for management of this software.

Ms. Lasher left at 11:27.

IN THE MATTER OF
PHELPS HEALTH INSURANCE CONTRACT:

Mr. Shenefield advised that in the first quarter of 2024, Phelps Health will have a proposal for cooperation with the County's health insurer for the Commission to consider.

IN THE MATTER OF
SENIOR COMPANION IN-KIND DONATIONS CERTIFICATION:

On motion of Commissioner Hicks, seconded by Commissioner Stites, the Commission certified through the Presiding Commissioner's signature in-kind contributions to the Senior Companions program for the second half of 2023.

Phelps County Commission Record
November 16, 2023 Fourteenth Day of the October Term

Now at this 16th day of November, the Commission met pursuant to adjournment and a quorum was present of the following members:

Joey Auxier, Presiding Commissioner
Gary Hicks, District 2 Commissioner

Commissioner Stites was temporarily detained on prescheduled business. Deputy Clerk Hudson took notes.

IN THE MATTER OF
ACCOUNTS PAYABLE:

The Commission reviewed and approved an invoice from InterCounty Electric Cooperative for \$740.00 for power to the new Road and Bridge facility. The Commission instructed that this initial power bill be paid from ARPA funds.

The *Focus* reporter entered at 9:03.

IN THE MATTER OF
COUNTY EMPLOYEE BENEFITS FAIR:

On motion of Commissioner Hicks, the Commission approved Tyler Kiersz, representative of Globe Life Family Heritage Insurance, to give a presentation to interested employees on supplemental insurance.

Local residents Les Clancy and Lloyd Braidlow entered at 9:15.

IN THE MATTER OF
COUNTY ROAD 7030:

Mr. Braidlow, a resident of County Road 7030, said that gravel from the road was washed into his driveway, and that his culverts have been blocked up by gravel. Discussion was had of the history of maintenance and the state of County Road 7030, and Commissioner Hicks advised that the County cannot maintain a private drive. Mr. Braidlow further said that his ditch had not been brush hogged this year.

Commissioner Hicks said that the County assigns priority to road maintenance based on the amount of traffic, and relayed that he had previously looked through the record to see if there was any record of the county building the road in question. Mr. Braidlow was reminded that the County cannot spend funds maintaining a private road, even if this was done in error decades ago.

Grant Wilson from U.S. Representative Smith's office entered at 9:30.

Mr. Braidlow invited the Presiding Commissioner to look at his road, and left at 9:36, along with Mr. Clancy.

Ashley Campbell, Health Department Director, entered at 9:36.

The Collector, Assessor, Treasurer, Support Services, and Ms. Campbell left at 10:39.

IN THE MATTER OF
JAIL RENNOVATIONS:

The Presiding Commissioner and Commissioner Stites visited the new jail addition in progress. The Commissioners inspected cell pods, which are well in progress of being secured and wired in place, were shown the site of the new sally port and booking area, and met several of the construction workers.

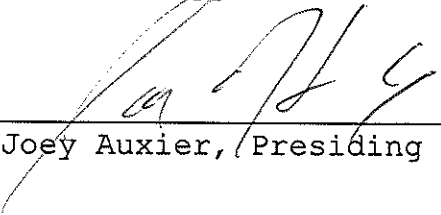
IN THE MATTER OF
ACCOUNTS PAYABLE:

The Commission reviewed and approved the following accounts payable:

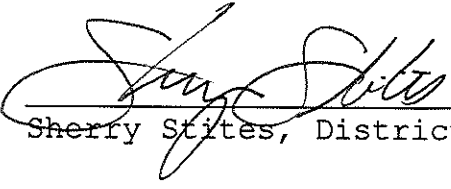
-Rolla Westside TIF:	\$23,337.89
-General accounts:	\$146,809.22

Hearing no other business announced, the Commission adjourned at noon.

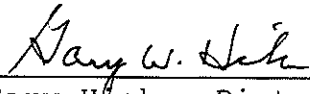
Read and Approved:



Joey Auxier, Presiding Commissioner



Sherry Stites, District 1 Commissioner



Gary Hicks, District 2 Commissioner

Phelps County Commission Record
November 28, 2023 Fifteenth Day of the October Term

Now at this 28th day of November, the Commission met pursuant to adjournment and a quorum was present of the following members:

Joey Auxier, Presiding Commissioner
Sherry Stites, District 1 Commissioner
Gary Hicks, District 2 Commissioner
Laura Johnson, Phelps County Clerk

Also present were Local Resident Ray Schweikhardt and a representative from Viebrock Sales & Service.

In the matter of
Letter of Intent to John Deere:

County Clerk presented commission with a letter of intent to purchase a lease on a new tractor from John Deere for a 12-month period (3/15/24 to 3/15/25) utilizing MODOT bid number Multiple Award IFB605C022000158. Commissioner Hicks moved to approve the lease intent for the Road and Bridge department, Commissioner Stites Seconded, Motion carried.

In the matter of
PCESB Financial Statements:

Commission reviewed the Financial statements for the months of October and November from the Phelps County Emergency Services Board.

In the matter of
Section 504 ADA Compliance for CDBG fund:

Commission reviewed the non-discrimination on the basis of disability Policy for CDBG funding. Commissioner Stites moved to approve, Commissioner Hicks Seconded, motion carried.

Commission Reviewed the Section 504/ADA Accessibility & Disability Compliance for CDBG funding. Commissioner Stites moved to approve, Commissioner Hicks seconded, motion carried.

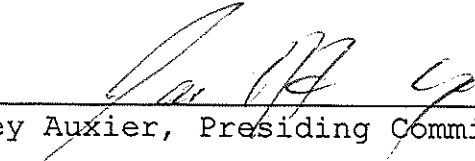
Sheriff Kirn entered at 9:23 am and Viebrock representative left at 9:26 am. Local resident Chester Kojro entered at 9:30 am.

In the matter of
Change order for Jail Expansion:

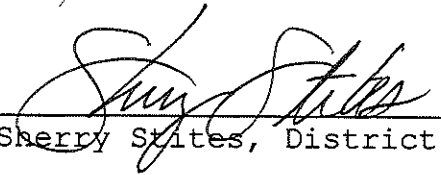
Sheriff Kirn presents change order to commission on the Jail Expansion project and brief discussions were had on the request. Commission approved the change order, signed and gave it back to the sheriff.

Local resident Chester Crider entered at 9:50 am and left at 9:52 am. Michelle Bock from Road & Bridge entered at 9:57 am.

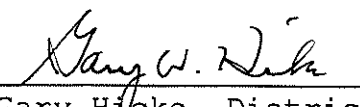
Read and Approved:



Joey Auxier, Presiding Commissioner



Sherry States, District 1 Commissioner



Gary Hicks, District 2 Commissioner

Phelps County Commission Record

November 28, 2023 Fifteenth Day of the October Term

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Gary Hicks, District 2 Commissioner
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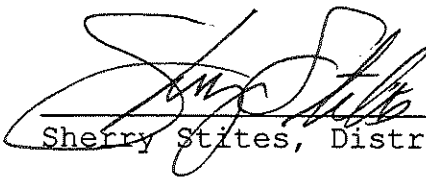
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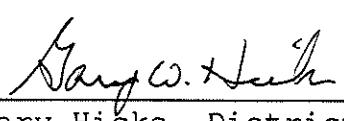
Read and Approved:



Joey Auxier, Presiding Commissioner



Sherry Stites, District 1 Commissioner



Gary Hicks, District 2 Commissioner

Phelps County Commission Record
November 30, 2023 Sixteenth Day of the October Term

Now at this 30th day of November, the Commission met pursuant to adjournment and a quorum was present of the following members:

Joey Auxier, Presiding Commissioner
Sherry Stites, District 1 Commissioner
Gary Hicks, District 2 Commissioner

Also present were the Treasurer Cathy Tipton and local resident Madison Brooks.

In the matter of
CART funds report:

Tipton presents commission with the monthly CART fund report and advised it is slightly down from last months report. MV sales report is up overall and up compared to this report time last year.

In the matter of
County Fund CD's:

Tipton presents commission with a report on the 2 funds that are currently in a CD and are due to expire soon. Discussion was had on not reinvesting the ARPA funds as those will be needed for completion of the Road and Bridge project. Discussions were had on putting the ARPA funds in an interest baring account so that the funds are available if needed.

Tipton left at 9:14 am.

In the matter of
Citizen input:

Mr. Brooks advised commission that he doesn't like how he is being treated when he comes to this courthouse. He advised he was arrested last year because he was recording in the Circuit clerk's office which he advised was his right per Sunshine Law. Mr. Brooks advised that charge was dropped as per rule 16 which allows recording in a courthouse except for the court rooms and the hallways with in the courthouse.

In the matter of
MRPC invoice:

Commission reviewed invoice for MRPC referencing ARPA Administration. Commissioner Hicks moved to approve payment of \$229.42, Commissioner Stites seconded, motion carried.

Mr. Brooks left at 9:29 am Treasurer Tipton reentered at 9:30 am.



Formal Agreement

SALE NAME: Duke Settlement

CONTRACT: 477030

FORMAL AGREEMENT #: 1

PROVISION REFERENCES:

NARRATIVE:

The County Commissioners approved the road closure on County Road 6630. The county has required a certificate of liability from the purchaser and the contractor, and this information has been received by the county. The Commission does not want the work to start until November 27, 2023, and will only allow the road to be closed from 8 a.m. to 5 p.m. The county will provide barricades, but not flaggers. The purchaser will also be responsible for contacting 911 to let them know of the road closure.

The Purchaser agrees to keep the road clean and free of debris. If logging debris enters the road, the purchaser shall remove all material at the end of each working day. If the debris poses a safety threat to the public, it will be removed immediately. The purchaser will place signs along the road from both directions of traffic.

All costs to rehabilitate road to its original condition shall be at purchaser's expense.

Forest Service HLINTER SWIFT Signature Contracting Officer Title 12/01/2023 Date	Purchaser <i>[Signature]</i> Signature Title 11/30/2023 Date	County <i>[Signature]</i> Signature Residing Commissioner Title 11/30/2023 Date
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Health Department Director Ashley Campbell entered at 10:25 am followed by the Treasurer Cathy Tipton and Support Services Sissy Korich at 10:27 am.

Tipton left at 10:47 am.

In the matter of
Courthouse updates:

Korich advised the sliding door has been fixed. Also advised commission that the community service department is going away so the Juvenile office will have their conference back. Korich advised the cooling tower maintenance will be do with in the