

Phelps County Commission Record
October 3, 2023 First Day of the October Term

Now at this 3rd day of October, 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

Deputy Clerk Hudson took notes. Local resident John Watkins was also present.

IN THE MATTER OF
COUNTY ROAD 1300 VACATION:

It being the first day of the current term, the Commission reviewed the petition for vacation of County Road 1300. Mr. Watkins again described how he posted the petition. No remonstrances were made in writing to this vacation, and no one appeared to lodge an objection in person. On motion of Commissioner Stites, seconded by Commissioner Hicks, County Road 1300 is vacated this date.

Local resident Ray Schweikhardt entered at 9:10.
Mr. Watkins left at 9:11.

IN THE MATTER OF
EMERGENCY MANAGEMENT PERFORMANCES GRANT:

The Commission received a letter dated September 15 from the State Emergency Management Agency confirming \$7,800 in Emergency Management federal grant money to the County.

IN THE MATTER OF
LEON, HUFFMAN, EZRA AND MICHAEL ROADS VACATION:

It being the first day of the current term, the Commission reviewed the petition for vacation of Leon, Huffman, Ezra, and Michael Roads. No remonstrances were made in writing to this vacation, and no one appeared to lodge an objection in person. On motion of Commissioner Hicks, seconded by Commissioner Stites, Leon, Huffman, Ezra, and Michael Roads are vacated this date.

IN THE MATTER OF
DOCUMENT DESTRUCTION:

The Commission reviewed and approved destruction of deleted voter roll records filed under surnames beginning S through Z, deleted between 2012 to 2017, on motion of Commissioner Hicks, seconded by Commissioner Stites.

Deputy Clerk Peter Cook entered at 9:27.

IN THE MATTER OF
POSTAGE METER CONTRACT:

The County is currently under contract with Pitney-Bowes for a postage meter and a letter folding machine: \$970 a month, which will have been in effect for 60 months.

Pitney-Bowes has provided 2 lease options to the County, involving different machines.

Mr. Cook explained the relative advantages and disadvantages of the currently-used machines. The folding machine has had recurring problems with paper jams in the last year.

There is a \$230 a month difference in the Pitney-Bowes price quotes. The Clerk's Office has looked into contracting with other providers, but the offers are very similar.

The Commission asked about time invested in manually folding and stuffing envelopes, versus a properly functioning folding machine, and discussed upgrades and the cost-benefit payoff from potentially upgrading. Mr. Cook noted that tax season is approaching, as well as a periodic countywide voter canvass, both of which will involve considerable numbers of mailings. The Commission suggested that Mr. Cook visit a county where the latest machines are in use and observe their operation. The Commission will take the contract under advisement, pending receipt of further information.

The Sheriff entered at 9:39.

IN THE MATTER OF
JAIL CELL REINFORCEMENT:

The Sheriff said that a contractor would be at the jail tomorrow to measure cells for retrofitting additional reinforcements, in the aftermath of an inmate escape last week.

Settling brick and lack of reinforcement would not have been recognized in the building had this escape not happened. The building was still built to specifications, and is approved for housing federal inmates. The federal marshals will reinspect the jail tomorrow.

Local resident Chester Crider entered at 9:56.

The Sheriff also outlined the view of the jail from the control monitoring room.

Mr. Crider left at 10:05; the Sheriff left at 10:17.

IN THE MATTER OF
PRESCRIPTION DRUG MONITORING PROGRAM:

The Commission received information on the Prescription Drug Monitoring Program. The matter was put on today's agenda for discussion by all three commissioners.

The matter will be revisited Thursday, and the Sheriff will be invited to be in attendance again.

The Treasurer entered at 10:27.

IN THE MATTER OF
ACCOUNTS PAYABLE - CONTRACT PAY:

The Commission reviewed and approved October contract pay for the County in the amount of \$19,585.68.

IN THE MATTER OF
COUNTY EMPLOYEE HEALTH INSURANCE:

General discussion was had of previous trends in bidding and premium structure for the employee partially-self-funded health insurance plan, anticipating updates from County insurer Barker-Phillips-Jackson on Thursday.

IN THE MATTER OF
ROAD AND BRIDGE FACILITY -
ARPA FUNDS AND CHANGE ORDER NO. 6:

The Commission reviewed a proposed change order, no. 6, from Archer-Elgin, accounting for soil and rock removal, bay heaters, drain tile, rain days, and removal of an old septic tank on the site of the new Road and Bridge facility.

The Treasurer asked what the overall financial commitment for the facility is. The Commission expects it will spend the County's ARPA funds on the project.

The Treasurer asked if there is an expected project completion date, and the Commission stated its understanding that the facility will be finished in June.

The Treasurer left at 11:10.

Regarding assignment of ARPA funds to ongoing construction, the Commission approved an invoice in the amount of \$105,692.54 to be allocated to the project, on motion of Commissioner Hicks, seconded by Commissioner Stites.

The Commission then reviewed and compared the plans and specifications for the facility to the proposed change order terms, which will be taken under advisement until Thursday.

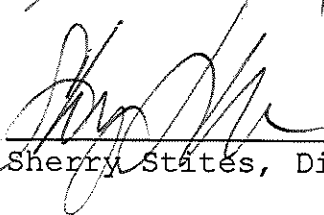
Commissioner Stites left at 11:22 to attend the Opioid Settlement Fund Advisory Committee.

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

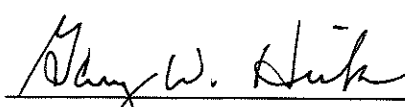
Read and Approved:



Joey Auxier, Presiding Commissioner



Sherry Stites, District 1 Commissioner



Gary Hicks, District 2 Commissioner

Phelps County Commission Record
October 5, 2023 Second Day of the October Term

Now at this 5th day of October, 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 BPJ insurance representatives Tonya Greven and Mike Scott and the Treasurer Cathy Tipton.

In the matter of
BPJ Insurance updates:

Mrs. Greven provided documentation of where we are currently standing with the partially self-funded county insurance plan. Mr. Scott pointed out there was a refund of \$595,532.54 that was received. Discussions were had on how long the county should leave the remaining funds in the old insurance, GBS. Commission suggested January 1st we pull what is left in the GBS fund and move it over to our BPJ insurance fund. Discussions were had on 4 high-cost claimants which all exceeded \$50,000 in claims. Mike advised 3 of those 4 high-cost claims are no longer on the plan and not having those costs when looking at the reinsurance the county will not need to worry. Mr. Scott and Mrs. Greven advised the counties reserves are still in great standing even after all the high-cost claims.

The Focus Reporter entered at 9:13 am. Mrs. Tipton left at 10:07am

UMR has comprised a packet of data for commission that compares their plan with 5.8 million data with other plans. Commissioner Hicks pointed out that the report advises the number of visits to the ER is well under the norm but the number paid to ER visits is way over the norm. Further discussions were had on that the data provided is only over an 8-month period as of today. Discussions were had on how out of 130 covered members there were 103 with active claims this year. Mr. Scott advised the report shows 12 ER visits with only 1 admission, no urgent care visits, 36 well visits, 5 telehealth visits and 214 radiologist visits. Mr. Scott advised commission needs to try to work on covered members to utilize their yearly wellness visits as it is currently low. Discussions were had on how to help their employees and a suggestion was made on potentially using the wellness funds to purchase 32 oz tumblers with the county logo on it and tell employees that one step anyone can do toward being healthy is drinking 2 of those a day.

Mrs. Greven and Mr. Scott left at 10:54 am. Collector Faith Barnes entered at 10:55 am.

In the matter of
SB 190 updates:

Mrs. Barnes advised commission of the findings from the Collector conference she attended recently. She advised commission needs to draft an ordinance, not necessarily pass it yet, referencing SB 190. This ordinance would allow the county to specify they will not act until the bill is corrected by the assigned task force. She has example ordinances from Greene, Jackson and St. Charles counties for references. She advises these counties went to the local schools and the schools unanimously agreed to freeze and agreed to the ordinance being put in the place. Discussions were had on if we do not do an ordinance and it passes what are we supposed to enact when the bill is not accurate or clear. Further discussions were had on if we draft the ordinance, we could clarify the language of the bill and put in place a process of how to enact the bill for the citizens. Discussions were had on making the application an annual application. Commissioner Stites suggested hosting a work study on this matter and making sure the commission, the collector and the assessor are all present to provided their input. Commissioner Auxier suggested also inviting Representatives Cook and Peters in on this study so they can understand how poorly this bill was written and passed and the problems it has caused the county government. Barnes advised if we pass this, she is going to need additional staff to help gather the data when the bill or ordinance passes. Rough estimates of implementation will cost the county around \$120,000.

Support Services Sissy Korich entered at 11:17 am and left at 11:38 am.


In the matter of
Accounts Payable:

Commission reviewed and approved invoices in the amounts of \$507,564.39 for River City Construction, \$28,201.43 for Senior Companions, \$96,354.66 for A - L and \$83,816.32 for M - Z.

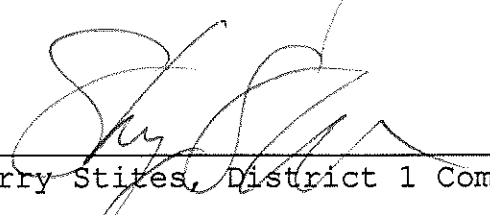
In the matter of
Prescription Drug Monitoring Program (SB63):

Commissioner Hicks moved to participate in the PDMP program, Commissioner Stites seconded, motion carried at 11:57 am.


Read and Approved:



Joey Auxier, Presiding Commissioner



Sherry Stites, District 1 Commissioner


Gary W. Hicks

Gary Hicks, District 2 Commissioner

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Phelps County Commission Record
October 10, 2023 Third Day of the October Term

Now at this 10th day of October, 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 resident Ray Schweikhardt was also present. Deputy Clerk Hudson took notes.

IN THE MATTER OF
SALES AND USE TAX:

The Commission signed a Department of Revenue form granting the Treasurer official access to County sales and use tax records and the ability to discuss the same with DOR.

Grant Wilson from Representative Smith's office entered at 9:03.

IN THE MATTER OF
SPEED LIMIT SIGNS - STOLTZ DRIVE:

A citizen had asked if speed limit signs could be put on the County's section of Stoltz Drive because of repeatedly-observed high-speed traffic. The County reviewed the maps; Commissioner Stites plans to drive the length of the road in question; and the matter will be taken under advisement until Thursday.

IN THE MATTER OF
COUNTY ROAD 7140:

Citizens have asked for new chip and seal on CR 7140, beginning at Hartville.

IN THE MATTER OF
COUNTY ROAD MAINTENANCE:

Commissioner Stites drove 120 combined miles over County Roads yesterday, and discussion was had of the state of maintenance in the County.

The Sheriff entered at 9:16.

IN THE MATTER OF
EMERGENCY MANAGEMENT GRANT:

The Commission reviewed and signed for receipt of \$7,800 in grant funds from the Emergency Management Program, and provided point of contact information for the Commission.

The Sheriff left at 9:25.

IN THE MATTER OF
MERAMEC REGIONAL PLANNING COMMISSION ADMINISTRATIVE COSTS:

On motion of Commissioner Hicks, seconded by Commissioner Stites, the Commission approved \$157.03 to the MRPC for administration fees of ARPA funds.

Local resident Chester Kojro entered at 9:29.

IN THE MATTER OF
ROAD AND BRIDGE FACILITY:

Discussion was had of some objections to a proposed change order regarding the Road and Bridge facility. Commissioner Hicks has visited the site and reviewed engineer's plans. It is believed that the contractors will find ways to avoid the level of additional expenses proposed in the draft change order.

IN THE MATTER OF
25th CIRCUIT EN BANC COURT MEETING:

The Commission received an announcement that the 25th Circuit Court en banc annual meeting will be held at the Texas County Courthouse on Friday, November 3. Written input from civic bodies can be submitted through October 27. Commissioner Stites plans to attend.

IN THE MATTER OF
OZARK SOLID WASTE MANAGEMENT DISTRICT MEETING:

An announcement was received that the OSWMD is meeting today at 10:00 a.m.

IN THE MATTER OF
TELEPHONE BILL:

The Commission reviewed and approved its monthly phone bill, totaling \$17.76.

IN THE MATTER OF
MISSOURI ASSOCIATION OF COUNTY DISTRICT GOVERNOR:

The Commission received a letter from incumbent MAC District Governor Angie Curley, Dent County Clerk, who is requesting votes for reelection.

The Assessor Tim Kean entered at 10:07.

Mr. Wilson left at 10:18 followed by Mr. Schweikhardt at 10:27.

IN THE MATTER OF
COMMISSION MEETING MINUTES:

The Commission reviewed and approved minutes from early October.

Local resident Katrina Heitman entered at 10:29.

IN THE MATTER OF
QUAILS NEST DRIVE:

Ms. Heitman is requesting a street sign for Quails Nest Drive by her subdivision. The Commission said she would have to contact Road and Bridge Department, and that there would be a cost to her, and potentially other citizens if they are willing to share the cost.

The Assessor left at 10:47.

IN THE MATTER OF
QUAILS NEST DRIVE:

Some general discussion was had of possible dedication of Quails Nest Drive. The Commission indicated a request by 50% or more of residents would be best to indicate public desire for County maintenance.

IN THE MATTER OF
STOP SIGN - QUAILS NEST DRIVE & CR 3010:

On motion of Commissioner Hicks, seconded by Commissioner Stites, a stop sign is approved for the intersection of Quails Nest Drive and CR 3010.

Ms. Heitman left at 10:55.

IN THE MATTER OF
COUNTY ROAD 1300 VACATION:

Having previously vacated County Road 1300, the Commission contacted Michelle Bock from the Road and Bridge Department by telephone to notify her. Ms. Bock said she would notify E-911.

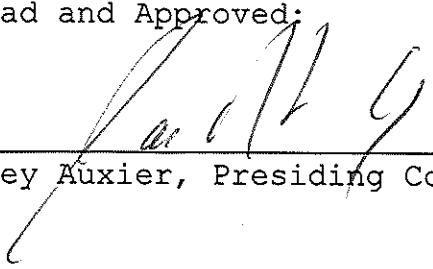
The Treasurer Cathy Tipton entered at 11:45.

IN THE MATTER OF
EMPLOYEE REIMBURSEMENT - ELECTRONIC FUNDS TRANSFER:

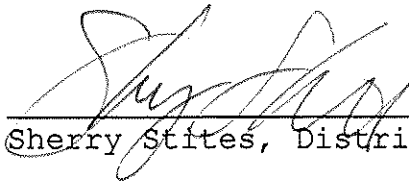
The Treasurer asked if employee expense reimbursements could uniformly be done by electronic funds transfer (EFT), for the sake of consistency and savings on check printing. On motion of Commissioner Hicks, seconded by Commissioner Stites, the Commission resolved that henceforth employee reimbursements will be remitted exclusively by EFT.

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

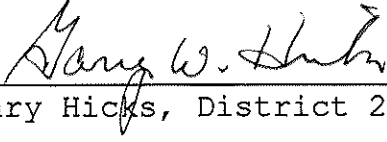
Read and Approved:



Joey Auxier, Presiding Commissioner



Sherry Stites, District 1 Commissioner



Gary Hicks, District 2 Commissioner

Phelps County Commission Record
October 12, 2023 Fourth Day of the October Term

Now at this 12th day of October, the Commission met pursuant to adjournment and a quorum was present of the following members:

Joey Auxier, Presiding Commissioner
Sherry Stites, District 1 Commissioner

Deputy Clerk Hudson took notes.

IN THE MATTER OF
STOLTZ DRIVE - SPEED LIMIT SIGNS:

The Commission returned to its discussion from Tuesday (10/10) of the County section of Stoltz Drive and a citizen request for speed limit signs.

On motion of Commissioner Stites, two (2) speed limit signs designating a 30-mph zone will be installed at each end of the County-maintained section of Stoltz Drive.

IN THE MATTER OF
ACCOUNTS PAYABLE - COUNTY PAYROLL:

The Commission reviewed and approved biweekly payroll for the County in the amount of \$239,500.06.

IN THE MATTER OF
ACCOUNTS PAYABLE - PUBLICATION COST:

The County reviewed and approved \$66.36 in publication costs for solicitation of bids for the old Road and Bridge facility land.

The *Focus Reporter* entered at 9:33.

IN THE MATTER OF
EMERGENCY RESPONSE PLAN:

Commissioner Stites inquired about the County emergency response plan, and discussion was had of plans and protocols for threats and natural disasters.

IN THE MATTER OF
PROPOSED CEMETERY:

Local resident Richard Dickman contacted the Commission by phone at 9:45 to ask about establishing a cemetery on family land near Falkenrath Cemetery. Mr. Dickman inquired about getting the land surveyed, and was encouraged to do so as well as to record the results with the County as steps toward deeding and establishing a cemetery.

IN THE MATTER OF
ACCOUNTS PAYABLE:

The Commission reviewed and approved invoices in the amounts of \$179,701.91 for A - L, \$60,103.74 for M - Z and \$28,277.41 for UMB EATS/Westside TIF.

IN THE MATTER OF
COUNTY ROAD 7520:

The Road and Bridge Superintendent informed the Commission by e-mail that paving on County Road 7520 would be finished by this afternoon, and signage and trimming would be taken care of next week.

The Collector Faith Barnes entered at 9:59 followed by Rolla City Administrator John Butz and the County Treasurer Cathy Tipton entered at 10:00.

IN THE MATTER OF
EMERGENCY RESPONSE:

County and City emergency response cooperation was generally discussed.

IN THE MATTER OF
OPIOID SETTLEMENT FUNDS:

Mr. Butz discussed City and County opioid settlement funds in reference to a presentation recently given by the Missouri Municipal League.

Because the County is managing funds with an advisory committee and receives a greater share of payouts, the City is wondering if the County might consider managing both County and Rolla funds. Mr. Butz said the City Council will likely discuss a memorandum of understanding with the County to propose County management of combined settlement funds.

Michelle Bock from the Road and Bridge Department entered at 10:11.

IN THE MATTER OF
ARPA SEWER BASIN STUDY:

Discussion was had, and a draft memorandum of understanding provided by Mr. Butz, concerning Highway V East wastewater facility funding management was provided.

IN THE MATTER OF
COMMUNITY SERVICE AND WORKERS' COMPENSATION:

Discussion was had of coverage for claims that might arise if community service workers are injured if performing work for the City of Rolla.

No final agreement was requested, but the city is requesting consideration of a memorandum of understanding about coverage in the event of this type of claim.

It was agreed that information will need to be obtained from probation supervision services' insurance to determine the

extent of their liability, and this will inform any agreement between the City and County that may be reached.

IN THE MATTER OF
MOVE ROLLA TRANSPORTATION DEVELOPMENT DISTRICT:

Mr. Butz provided the Commission with a description of the Move Rolla TDD, explained the 18-year bond, and explained that at current progress the City is better off than under the best-case projections. If these trends continue, the bonds might be paid in 15-16 years, and new bonds issued for additional transportation improvements as early as 2026.

Projects completed under the current bond were discussed, as well as plans for additional projects, including improved access to and from I-44 to the north side of the Interstate. Sales tax from the business connected to the TDD has also been performing well.

IN THE MATTER OF
COUNTY ROAD 2070 - HIGHWAY V:

The resurfacing of County Road 2070 at Highway V is being discussed with the State. A survey is underway to determine State and local responsibility for repair on this road. Discussion was had of the difficulties presented by this intersection, and additional communication will be sought with MoDOT to clarify repair plans. A \$30 - 35,000 study before an improvement is anticipated; the City and County would be in communication about sharing a portion of this cost as necessary.

IN THE MATTER OF
COUNTY ROAD 8040:

Road and Bridge has been contacted by a resident of CR 8040 who has inquired about vacating the road. The legal vacation process will have to be complied with for the Commission to consider this.

IN THE MATTER OF
SALES TAX DISTRIBUTIONS:

The Treasurer provided updated sales tax figures: Sales tax collections are still up overall. Income from County marijuana sales tax is expected to impact figures more markedly beginning in December or January, after distribution from the State.

The Treasurer left at 11:05. The Assessor Tim Kean entered at 11:06 followed by Support Services Sissy Korich and Lt. Lambert from the Sheriff's Department at 11:09. Ms. Bock left at 11:10.

IN THE MATTER OF
EMERGENCY RESPONSE:

It was generally suggested that the Commission, the City, the Sheriff's Department and the Rolla Police Department might

confer in the near future about updated, cohesive emergency response plans.

Mr. Butz left at 11:21.

IN THE MATTER OF
COURTHOUSE SECURITY:

An x-ray machine for personal belongings brought into the Courthouse is expected to arrive in the next two weeks, and security personnel will then be trained in its operation. The header of the new sliding door needs to be removed to fix stray holes drilled by the door company - the company will fix this in November, according to its representatives and its schedule.

The Focus Reporter left at 11:29.

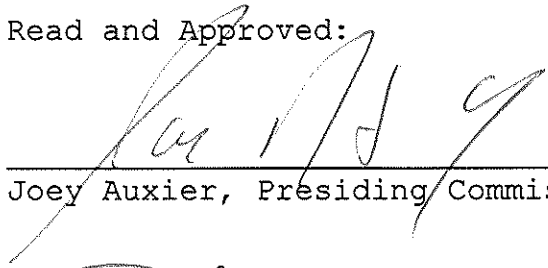
IN THE MATTER OF
ELEVATOR RENOVATION:

Performance bond paperwork for All Rise Elevators, previously contracted to renovate the Courthouse elevators, was signed by the Presiding Commissioner.


Ms. Korich, Lt. Lambert, and the Assessor left at 11:46.

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

Read and Approved:



Joey Auxier, Presiding Commissioner



Sherry Stites, District 1 Commissioner

Phelps County Commission Record
October 17, 2023 Fifth Day of the October Term

Now at this 17th day of October, 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

Collector Faith Barnes and local resident Ray Schweikhardt were also present. Deputy Clerk Hudson took notes.

IN THE MATTER OF
SOUTH CENTRAL COMMISSIONERS MEETING:

The Presiding Commissioner attended the South Central Commissioners meeting in Texas County last week. He reported that discussion was mostly focused on Senate Bill 190.

IN THE MATTER OF
COLLECTOR'S TAX BOOKS:

The Assessor annually gives data to the County Clerk for certification, which is then given to the Collector for collection of taxes. This is the basis for the annual tax bills. The Collector presented the Commission with the county-wide Forms 1309 and 1310 for the tax year. Based on valuation, it is estimated there will be a slight increase in tax revenue this year.

IN THE MATTER OF
DEPARTMENT OF AGRICULTURE REMONUMENTATION PROGRAM:

The Commission received a letter from the Department of Agriculture confirming the County's enrollment in the section corner remonumentation project, which the County previously opted in to.

Local resident Chester Kojro entered at 9:28.

IN THE MATTER OF
SENATE BILL 190:

General discussion was had of Senate Bill 190.

IN THE MATTER OF
TAX CERTIFICATE CORRECTION:

A clerical error correction to Tax Certificate 2023000001 was reviewed and approved.

Assessor Tim Kean entered at 9:40.

IN THE MATTER OF
ASSESSOR'S QUARTERLY REPORT:

The Commission reviewed and approved the Assessor's Quarterly Report. The Assessor certified the same.

IN THE MATTER OF
COMMISSION MINUTES:

The Commission reviewed and approved October 10th and 12th minutes, with correction of typographical errors regarding a speed limit and a road name.

IN THE MATTER OF
DEPARTMENTAL HEAD TIME SHEETS:

The Presiding Commissioner approved time sheets submitted by the heads of Maintenance and Senior Companions.

The Collector left at 9:50 followed by the Assessor at 9:51.

IN THE MATTER OF
NARCAN EMERGENCY RESPONSE:

Discussion was had of the availability of NARCAN to combat the effects of illicit drugs.

IN THE MATTER OF
COUNTY - CITY OF ROLLA COOPERATIVE PROJECTS:

A brief recapitulative conversation was had of the October 12 discussions between the Rolla City Administrator and the Commission.

Local residents Helen Clayton and Alfred Cardin entered at 10:02.

IN THE MATTER OF
COUNTY ROAD 8040:

Mrs. Clayton relayed a property line dispute between her and her neighbor on County Road 8040. There is, among other things, a trailer parked in the disputed zone, up against a fence. Mrs. Clayton's concerns include water draining from the neighboring property onto her own, and a no-trespassing sign. The Commission recommended that Mrs. Clayton relay her runoff concerns to the Health Department, and contact the Sheriff in the event of any harassment.

Mr. Schweikhardt left at 10:26.

IN THE MATTER OF
COUNTY 2024 HOLIDAYS:

The Commission reviewed a list of State holidays for 2024. There are 14 proposed holidays. Commissioner Hicks moved to approve the list, less the Juneteenth holiday. Commissioner Stites opposed the amendment, and the motion was defeated. Commissioner Stites moved to

approve the list as presented, which was opposed by Commissioner Hicks. The Presiding Commissioner voted to approve the list as written, with 14 holidays, as moved by Commissioner Stites, and the list as written was approved.

IN THE MATTER OF
FLOODPLAIN CONSTRUCTION PERMIT:

The Commission reviewed, and on motion of Commissioner Hicks, seconded by Commissioner Stites, approved a floodplain construction permit for 14550 State Route E, Rolla.

Michelle Bock from Road and Bridge Department entered at 10:47.

IN THE MATTER OF
COUNTY ROAD 1000:

Ms. Bock reported on maintenance on County Road 1000, where undermining has been repaired.

IN THE MATTER OF
LIQUOR LICENSE RENEWAL RECORDS:

On motion of Commissioner Hicks, seconded by Commissioner Stites, the Presiding Commissioner signed DOR form 4379A, to apply for access to online liquor licensing records.

IN THE MATTER OF
UNIVERSITY OF MISSOURI EXTENSION:

Commissioner Stites attended a meeting concerning the University of Missouri Extension, and relayed some highlights, including the search for a new board member, a planned food drive, and adult mental health education. There are also approximately 300 people enrolled in the local chapter of 4-H, which the Extension would like to increase to 320 by next year.

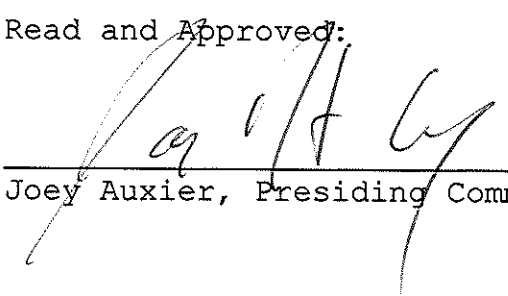
IN THE MATTER OF
WOLF ROAD:

Ms. Bock reported plans to perform maintenance on Wolf Road.

Ms. Bock left at 11:31.

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

Read and Approved:



Joey Auxier, Presiding Commissioner

Sherry Stites

Sherry Stites, District 1 Commissioner

Gary W. Hicks

Gary Hicks, District 2 Commissioner

Phelps County Commission Record
October 19, 2023 Sixth Day of the October Term

Now at this 19th day of October, 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 Admin Assistant Theresa Lasher, Sheriff Kirn, HR Deputy Clerk Peter Cook and the Focus Reporter.

In the matter of
ADP presentation:

Mrs. Lasher provided commission with a packet of information on a timekeeping, onboarding, grant tracking and accruals. Discussions were had on how by utilizing this system we could save HR and Payroll time as this system is self-serving. Further discussions were had on how this system allows the employee to easily access their time, accruals, paystubs, W-2s and more. Commission advised they will take this under advisement and review the video presentation to further educate themselves.

In the matter of
Tax Parcel Abatements:

Commissioner Stites moved to approve the amendment of removing a Structure that burnt on Tax cert #2023000036, Commissioner Hicks seconded, motion carried at 9:40 am.

Commissioner Hicks moved to approve the abatement of the Clerical error of Sewer fees on 33 Tax Parcels, Commissioner Stites seconded, motion carried at 9:44 am.

Cook left at 9:50 am.

Jeff Banderet and Krysta Swartz entered at 9:59 am. Kirn and Lasher left at 10:02 am followed by The Focus Report at 10:03 am.

In the matter of
Great River Engineering RE: CR 3620:

Mr. Banderet presented commission with some reimbursement requests and the physical plans for the bridge replacement project on CR 3620 to be approved.

Commissioner Stites moved to approved the donation letter to acquisition of Right of Way on CR 3620 for Great Circle property, Commissioner Hicks seconded, motion carried at 10:09 am.

Commissioner Stites moved to approve the Painters contract for purchase of .032 acres in the amount of \$334.00 that the county will pay, Commissioner Hicks seconded, motion carried at 10:11 am.

Commissioner Stites moved to approve the purchase of .009 acres of land from Gremminger for \$127.00 that the county will pay, Commissioner Hicks seconded, motion carried at 10:15 am.

Commissioner Stites moved to approve the PS&E (Plans Specs and Estimate) documentation presented by Great River engineering, Commissioner Hicks seconded, Motion carried at 10:21 am.

Christian Farris with Viebrock entered at 10:23 am. Banderet and Swartz left at 10:24 am.

In the matter of
Box Culverts:

Farris provided commission with a book of supplies and materials for the box culverts. Discussions were had on the time lines associated with ordering and installation of the culverts.

Farris left at 11:00 am. AP Clerk Bethany Hawkins entered at 11:01 am.

In the matter of
Accounts Payable:

Commission reviewed and approved invoices in the amounts of \$225,854.59 for A - L and \$63,193.40 for M - Z.

In the matter of
Crisis Intervention Fund:

Hawkins advised commission that she recently received a request for funds in the Crisis Intervention fund but there is currently no money available in the fund. She explains to commission that this year we have paid more than in prior years which is why the fund has been depleted. Further explanations were had on how we should proceed with the request since there is no money in the account. Currently we only have \$1???? But we are waiting for roughly \$1,000 in reimbursements from state. She explains we need \$186.00 additional to cover the current request. Commission advised we need to reach out to the head of Crisis Intervention and we need to make sure she is coming in every year for budget to get their budget approved with commission. Commissioner Stites moved to approve the use of emergency funds to pay the current request, Commissioner Hicks seconded but noted that this will not happen again as they need to be watching their funds carefully, Motion carried. Commission also advised Hawkins to let the head of the program to contact commission during budget time frame. Hawkins will create a letter advising to utilize county emergency funds and have them sign it at the next commission meeting.

Local resident David Black entered at 11:16 am. Hawkins left at 11:25 am. Public Administrator Dana Sooter entered at 11:40 am.

In the matter of
Citizen Input:

Mr. Black advised commission he has had nothing but problems with local law enforcement. It was discovered that Mr. Black lives within the City Limits. He advised he has had guns pulled on him and pets killed and he is now having issues obtaining medical treatment as well. Mr. Black advised the Attorney General told him to come to the commission to complain about this. He explains that he tried to get someone committed because they were suicidal and no one would help him and he eventually got physically hurt by the individual that he was trying to get committed. Commissioner Stites advised Mr. Black that he needs to call the hotline number to help a suicidal subject. Mr. Black advised commission that he has been denied entry into the sheriff's department. Dana Sooter advised he can go to legal aide and get free help with his problems. County Clerk advised Mr. Black that the Sheriff was unaware of any deny of entry to the department and he will be at the Sheriff's Department in an hour if Mr. Black would like to come speak with him. Mr. Black advised he will go see the Sheriff and Thanked Commission.

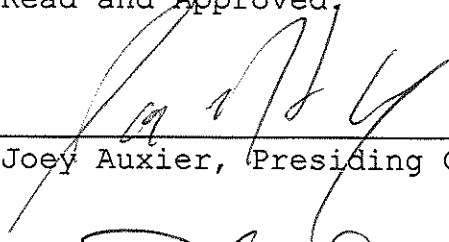
Mr. Black left at 11:44 am.

In the matter of
Public Administrator:

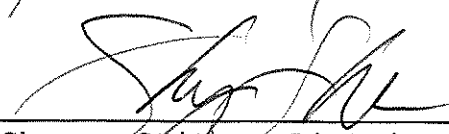
Mrs. Sooter advised they are supposed to be paying Attorney Crump a \$500 monthly fee but she recently discovered it hasn't been paid this year. She advised commission she is going to just pay the whole year at one time which will be \$6,000. Commission advised they have no issues with this as her legal fees line on her budget was for \$6,000.

Sooter left at 11:59 am.

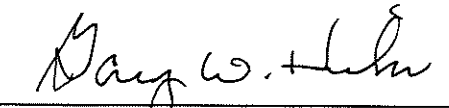
Read and Approved:



Joey Auxier, Presiding Commissioner



Sherry Stites, District 1 Commissioner



Gary Hicks, District 2 Commissioner

Phelps County Commission Record
October 24, 2023 Seventh Day of the October Term

Now at this 24th day of October, 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 Tom Coots, Rolla City Planner, Preston Kramer from MoDOT, Darin Pryor from City of Rolla, Ann Friend and Bonnie Prigge from the MRPC floodplain management department, and the County Treasurer Ms. Tipton, local resident Dale Martin, Theresa Lasher from the Sheriff's Department, and the County Clerk Ms. Johnson. Deputy Clerk Hudson took notes.

IN THE MATTER OF
SENIOR CONNECTIONS:

The first payment toward Senior Connections, reviewed and approved the previous week, was signed by the Presiding Commissioner.

IN THE MATTER OF
CART FUNDS / FUEL TAXES:

CART funds and fuel tax are on track to meet the County budget. Tax revenue for September is fairly comparable to a year ago.

The Treasurer left at 9:05.

IN THE MATTER OF
ADP TIMEKEEPING PHONE APP:

Ms. Lasher and Ms. Johnson discussed a proposed RFP cell phone app that works as a digital time card. The amount of information relayed (such as location) will vary based on job descriptions and whether employees work at a fixed location or travel, like deputies and road workers.

Collector Ms. Barnes entered at 9:09.

The same phone application provides options for providing employees payroll and tax information.

Kent Bagnell entered at 9:10.

On motion of Commissioner Stites, seconded by Commissioner Hicks, the County will request a proposal for payroll and time-keeping phone applications.

Ms. Lasher and the Collector left, and R. D. Hohenfeldt from the Focus entered, at 9:11.

IN THE MATTER OF
COUNTY TRANSPORTATION NEEDS - MODOT / MRPC:

MoDOT and the Meramec Regional Planning Commission cooperate to identify County transportation needs, and priority needs, on an annual basis. Ms. Prigge explained that the cooperating agencies are looking to discuss, and identifying, 3 or 4 top priorities at the December 14 MRPC meeting.

Two categories, Road and Bridge, and Multimodal -including aviation, sidewalks, and accommodation for bicycles and pedestrians- are used by the planners both to plan and keep funds separate for payment of improvements.

Mr. Kramer noted that there is a 5-year directive for spending and projects from MoDOT every July. Some of these are then prioritized to a 3- or 4-year plan.

Discussion was then had of unfunded transportation improvements planned. Lists were provided of transportation needs and priorities for Phelps County and discussed.

Local resident Helen Clayton entered at 9:21.

Project plans numbered Ph-600 to Ph-637 are recommended to go forward by MoDOT. Ph-638 has funding for 2027. Ph-644 involves the I-44 expansion from Oklahoma to Franklin County. I-44 will be the subject of cost and environmental studies, including floodplains.

Local resident Chester Kojro entered at 9:25.

Public comments will be sought from counties and communities along I-44.

PH-648 and PH-650 are recommended to continue. PH-651 is a proposed removal of surfacing of all of Route T.

PH-652 are recommended to continue PH-653. The Route J Spring Creek bridge has been reduced to level-3 condition classification for state of repair, and is recommended to remain a project. PH-655, PH-656, and PH-657 are likewise recommended for remaining on the project list.

Discussion moved to any other projects that the Commission or planners would recommend. The intersection of Route V and CR2070 was recommended, by Mr. Pryor and the Commission, to more easily accommodate truck turning - this will be Ph-658 on the project list.

A priority list was presented and examined. Bike lanes were struck from Ph-637, covering I-44 between Exit 189 and St. James, because of shoulder widening concerns.

The Commission will ask that the Norman Creek and Spring Creek bridges be moved up in priority.

Hangars and taxi lanes were mentioned as priorities for the Rolla National Airport, as are walking lanes near the new westside hotels, restaurants, and shops on Old Wire Road. PH-659 will be requested to be a higher priority. Airport improvements will be a requested priority, but probably not with longer runways, because the FAA is now recommending shorter runways because of maintenance considerations.

A possible sidewalk north of the I-44 overpass on Highway 68 in St. James was discussed.

Bus facilities were also mentioned, in St. James and in Rolla. Commissioner Stites will act as primary representative for the County with the MRPC in these matters.

Mr. Kramer, Ms. Johnson, Mr. Bagnell, Ms. Friend, Mr. Martin, Mr. Kramer, and Ms. Prigge left at 10:25.

IN THE MATTER OF
COUNTY ROAD 8040:

Mrs. Clayton returned (from October 17) to state that she has not gotten the dispute between her and her neighbor on County Road 8040 resolved.

Road and Bridge Superintendent Mark Case, Ms. Bock, and Mr. Pearson from the same department entered at 10:27.

Mr. Case confirmed that Road and Bridge advised Ms. Clayton that this was a civil matter. The Sheriff's Department advised the same.

Ms. Clayton and Mr. Kojro left at 10:30.

IN THE MATTER OF
ADP TIMEKEEPING PHONE APP:

Mr. Case and Ms. Bock asked for some information about the timekeeping app previously discussed, and discussion was had of its capabilities and clocking in.

County Clerk Ms. Johnson entered at 10:46, and explained that the software has options that can be set up by departmental directors, to do things like calculate overtime automatically. One of the biggest concerns are employees on a work site, without cell phone reception.

IN THE MATTER OF
COMMISSION MINUTES:

The Commission reviewed and approved draft minutes for the previous week's meetings.

The Focus Reporter left at 11:04.

IN THE MATTER OF
DOCUMENT DESTRUCTION ORDERS:

The Commission reviewed proposed destruction orders for certain documents:

Document Destruction

October 2023

Commission approved on 10/24/2023

Shredded on _____

2010 General Revenue Check# 100000-100399

2010 General Revenue Check# 100400-101124

2010 General Revenue Check# 101125-102035

2010 General Revenue Check# 102036-103119

2010 General Revenue Check# 103120-103952

2010 General Revenue Check# 103953-105242
2010 General Revenue Check# 105243-106334
2010 General Revenue Check# 106335-107294

2011 General Revenue Check# 110000-110186
2011 General Revenue Check# 110187-110899
2011 General Revenue Check# 110900-111798
2011 General Revenue Check# 111799-113064
2011 General Revenue Check# 113065-113906
2011 General Revenue Check# 113907-114658
2011 General Revenue Check# 114659-115634
2011 General Revenue Check# 115635-116481

2012 General Revenue Check# 120000-120497
2012 General Revenue Check# 120498-121657
2012 General Revenue Check# 121658-122675
2012 General Revenue Check# 122676-123728
2012 General Revenue Check# 123729-124668
2012 General Revenue Check# 124669-125775
2012 General Revenue Check# 125776-126809
2012 General Revenue Check# 126810-127366

2013 General Revenue Check# 1-869
2013 General Revenue Check# 870-1627
2013 General Revenue Check# 1568-2238
2013 General Revenue Check# 2239-3232
2013 General Revenue Check# 3202-3656
2013 General Revenue Check# 3657-4411
2013 General Revenue Check# 4412-4791
2013 General Revenue Check# 4792-5051

2014 General Revenue Check# 5052-5617
2014 General Revenue Check# 5618-6268
2014 General Revenue Check# 6269-7214
2014 General Revenue Check# 7215-7965
2014 General Revenue Check# 7966-8598
2014 General Revenue Check# 8599-9576

2015 General Revenue Check# 9577-10791
2015 General Revenue Check# 10676-11639
2015 General Revenue Check# 11343-12838
2015 General Revenue Check# 12348-13676
2015 General Revenue Check# 13683-14343

Joey Auxier, Presiding Commissioner.

Sherry Stites, Commissioner District 1.

Garry Hicks, Commissioner District 2.

Document Destruction

October 24, 2023

Commission approved on _____

Shredded on _____

- 2010-2017 Rejected voter registrations, Inactive logs, Cancellation logs, Circuit & Probate lists, and Death Records

Joey Auxier, Presiding Commissioner.

Sherry Stites, Commissioner District 1.

Garry Hicks, Commissioner District 2.

Document Destruction

October 2023

Commission approved on _____

Shredded on _____

November, 3 2020 General Election.

1. Absentee Applications
2. Absentee Envelopes 1 of 6
3. Absentee Envelopes 2 of 6
4. Absentee Envelopes 3 of 6
5. Absentee Envelopes 4 of 6
6. Absentee Envelopes 5 of 6
7. Absentee Envelopes 6 of 6
8. Absentee Apps, Incomplete Apps & Mail-in Apps, & Absentee Envelopes
9. Unvoted Ballots- Doolittle, Jerome, Newburg, Edger Springs, Dawson/St James, Cold Springs East
10. Unvoted Ballots- Dillon South, Rolla Ward 2, Rolla Ward 5, Rolla Ward 6, Rolla Outside South
11. Unvoted Ballots- Cold Spring West, Meramec/St James, Rolla Ward 1
12. Unvoted Ballots- Dillon Central, Dillon North, Rolla Ward 4
13. Unvoted Ballots- Miller E&W/Rolla Outside North, Rolla Ward 3
14. Unvoted Ballots- Absentee, Sample, Federal
15. Voted Ballots & Seal Sheets- Rolla Outside South 1 of 2

16. Voted Ballots & Seal Sheets- Dillon North, Cold Springs West (1 of 2)
17. Voted Ballots & Seal Sheets- Dillon South, Doolittle
18. Voted Ballots & Seal Sheets- Dillon Central
19. Voted Ballots & Seal Sheets- Dawson/St James
20. Voted Ballots & Seal Sheets- Meramec/ St James
21. Voted Ballots & Seal Sheets- Miller/Rolla Outside North
22. Voted Ballots & Seal Sheets- Rolla Ward 1
23. Voted Ballots & Seal Sheets- Rolla Ward 2, Newburg, Cold Springs West 2 of 2
24. Voted Ballots & Seal Sheets- Rolla Ward 3, Cold Spring East
25. Voted Ballots & Seal Sheets- Rolla Ward 4
26. Voted Ballots & Seal Sheets- Rolla Ward 5, Jerome, Rolla Outside South 2 of 2
27. Voted Ballots & Seal Sheets- Edger Springs, Rolla Ward 6
28. Voted Ballots & Seal Sheets- Absentee 1 of 3
29. Voted Ballots & Seal Sheets- Absentee 2 of 3
30. Voted Ballots & Seal Sheets- Absentee 3 of 3, Federal Ballots
31. Precinct Books, Voter Affidavits, Walk-in Absentee List, Provisional Envelopes, Absentee & Mail-in ballots list, Absentee Ballots, & Rejected Ballots.
32. Test Decks, Pre-Lat & Post-Lat Tapes
33. Poll Books- Doolittle, Jerome, Newburg, Edgar Springs, Dawson/St James, Dillon Central, Dillon North, Dillon South, Cold Spring East, Cold Spring West, Meramec/St James.
34. Poll Books- Miller/Rolla Outside North, Rolla Ward 1, Rolla Ward 2, Rolla Ward 3, Rolla Ward 4, Rolla Ward 5, Rolla Ward 6, Rolla Outside South
35. Spoiled Ballots- All Precincts
36. Voter Affidavits- All Precincts
37. Election Night Tapes- All Precincts
38. Absentee Bin Seal Sheets
39. Absentee seal sheets, Spoiled ballots (Rolla Ward 3 & Rolla Ward 5)
40. Spoiled Ballots BT3

Joey Auxier, Presiding Commissioner.

Sherry Stites, Commissioner District 1.

Garry Hicks, Commissioner District 2.

On motion of Commissioner Hicks, seconded by Commissioner Stites, destruction of the same was approved.

IN THE MATTER OF
TAX CERTIFICATE CLERICAL ERROR CORRECTION:

On motion of Commissioner Hicks, seconded by Commissioner Stites, the Commission approved a clerical error correction to tax certificate 2023000082.

IN THE MATTER OF
GRIEVANCE PROCEDURE POLICY RE: AMERICANS WITH DISABILITIES ACT:

On motion of Commissioner Hicks, seconded by Commissioner Stites, the Commission approved an updated grievance procedure policy for matters involving the Americans with Disabilities Act, as Act 10-24-2023-1.

IN THE MATTER OF
INTERNET PROVIDER BONDS:

Mr. Case relayed that his department asked an internet provider to move two boxes. Mr. Case asked if the Commission would check with him that boxes are actually moved before releasing the bond relating to these.

Mr. Case, Ms. Bock, and Mr. Pearson left at 11:35.

IN THE MATTER OF
UNIVERSITY EXTENSION COMMON GROUNDS COMMUNITY GARDEN SHED:

The University Extension notified the Commission by e-mail that a new shed will be delivered to the community gardens on October 26, and the Commission is invited.

The Collector entered at 11:39.

IN THE MATTER OF
TITLE IV-D CHILD SUPPORT BUDGET:

The Commission gave the Clerk a copy of the 2024 State budget allocation for the Title IV-D child support program through the Prosecutor's Office.

IN THE MATTER OF
COLLECTOR'S BUDGET REPORT:

The Commission approved an extension to December 12 for the Collector to submit invoices in support of her office's budget request.

IN THE MATTER OF
HOMESCHOOL COALITION COURTHOUSE VISIT:

There will be a small group of homeschool families visiting the Courthouse on Thursday, October 26.

IN THE MATTER OF
COLLECTOR'S OFFICE POSTER:

The Collector showed the Commission a poster with a QR scan code that links to an educational video about the role of the Collector's Office, and the requirements for complying with personal property taxes.

The Collector left at 11:54.

IN THE MATTER OF

GRANT-WRITING HOURS DONATION:

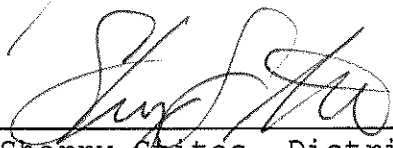
On motion of Commissioner Hicks, seconded by Commissioner Stites, the Commission approved donation of ten grant-writing hours for the Route 66 Museum.

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

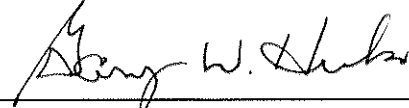
Read and Approved:



Joey Auxier, Presiding Commissioner



Sherry Stites, District 1 Commissioner



Gary Hicks, District 2 Commissioner

Phelps County Commission Record
October 26, 2023 Eight Day of the October Term

Now at this 26th day of October, the Commission met pursuant to adjournment and a quorum was present of the following members:

Joey Auxier, Presiding Commissioner
Gary Hicks, District 2 Commissioner

Also present were Elections Deputy Clerk Sarah Andrus, Grant Wilson from Representative Jason Smith's office and the *Focus Reporter*. Deputy Clerk Hudson took notes.

IN THE MATTER OF
COUNTY VOTER CANVAS:

Ms. Andrus explained the bi-annual voter canvas, prescribed by the 1993 Voter Rights Act. Legally there are two options to verify voters on the County roll and their addresses: a door-by-door visit (requiring a great deal of manpower), or a mail-out canvas, which Phelps County is employing.

Local resident Kent Bagnall entered at 9:20.

This canvas does several things, including verifying voters' addresses, notifying voters of polling locations, and notifying voters of need for ID verification.

Ms. Andrus left at 9:28.

IN THE MATTER OF
ACCOUNTS PAYABLE:

The Commission reviewed and approved invoices in the amounts of \$171,595.36 for A - L, \$45,068.07 for M - Z, Bi-weekly County payroll in the amount of \$238,229.97 and a check for \$10,500 for postage for the voter canvas.

IN THE MATTER OF
COUNTY EMPLOYEE RETIREMENT FUND (CERF):

The Commission reviewed a form from CERF pertaining to County and employee contributions. Before taking action, the Commission will review calculations that underly annual budget considerations.

Tyler Kiersz from Global Life Family Heritage entered at 9:45.

IN THE MATTER OF
FEDERAL GOVERNMENT UPDATES:

Mr. Wilson provided an overview of recent events and topics under consideration in Washington, including the election of a new Speaker of the House, and consideration of 529 education plans, and universities' tax-exempt status.

IN THE MATTER OF
FAMILY HERTIAGE - SUPPLEMENTARY INSURANCE OPTION:

Tyler Kiersz from Global Life Family Heritage provided information about his company's supplemental insurance options. Family Heritage offers policies for employees of entities for cash payouts in the event of cancer or cardiac episodes (30-day wait time), or ICU admission (effective immediately). This program is not required to be administered by payroll departments, follows an employee, and the employee owns the policy as long as premiums are paid. Discussion was had that the premiums could be deducted through payroll, though this is not required by Family Heritage policy; and of Mr. Kiersz possibly attending an employee benefit fair.

Mr. Wilson left at 10:20.

Mr. Kiersz will return on November 9, and the Commission will discuss the presentation with Commissioner Stites present on October 31.

Tim Kean the Assessor, Brenda Shivers Deputy Assessor, and Faith Barnes the Collector entered at 10:25.

IN THE MATTER OF
COURTHOUSE SECURITY:

Discussion was had of the security screening processes that will begin, with metal detectors, on October 31.

The Recorder entered at 10:35.

IN THE MATTER OF
SUPPLEMENTAL INSURANCE:

A brief recap of the supplemental insurance presentation was had with the officials present, and discussion was had about insurance representatives speaking to County employees.

The Assessor and Ms. Shivers left at 10:48.

IN THE MATTER OF
TIMEKEEPING SOFTWARE - BUDGETING:

Discussion was had of possible savings that will result from implementing employee timekeeping software and phone apps, and the possibility that the savings will allow for hiring an additional administrative employee. The impact of timekeeping software on manpower and budget is not yet clear, and no action was taken.

Head of Maintenance Ms. Korich entered at 10:55.

IN THE MATTER OF
DEPARTMENTAL INVOICE DEADLINE:

Discussion was had of deadlines for submitting invoices for coverage under the 2023 budget and for the 2024 budget proposals.

IN THE MATTER OF
HOMESCHOOL COURTHOUSE VISIT:

The Collector introduced a number of homeschool students and their parents, who entered at 11:08. Discussion was had of various County operations, including voting and County ordinance adoption, and the students were asked about their career plans at present.

The visitors left at 11:28.

IN THE MATTER OF
COURTHOUSE SECURITY:

Renewed discussion was had of courthouse security measures and considerations with Ms. Korich.

Ms. Korich left at 11:44.

IN THE MATTER OF
COMMUNITY DEVELOPMENT BLOCK GRANT
SENIOR CENTER RENOVATIONS - NATIVE AMERICAN GROUNDS PROTECTION:

On motion of Commissioner Hicks, letters were approved and signed requesting input from the Seneca-Cayuga Nation, the Cherokee Nation, the Apache Tribe of Oklahoma, and the Osage Nation, concerning any known religious or cultural sites on land proposed to be developed for a Senior Center under a Community Development Block Grant.

IN THE MATTER OF
ARPA FUNDS APPROVAL - ROAD & BRIDGE FACILITY:

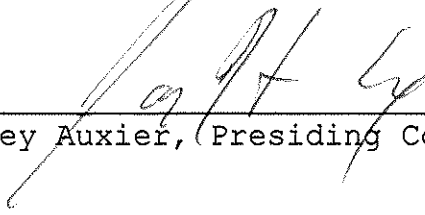
On motion of Commissioner Hicks, \$21,150.00 in ARPA funding was approved for invoice 22172103-6, concerning the new Road and Bridge Facility.

IN THE MATTER OF
ROAD AND BRIDGE FACILITY -
ARPA FUNDS AND REVISED CHANGE ORDER NO. 1:

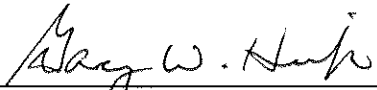
On motion of Commissioner Hicks, the Commission reviewed and approved proposed revised change order no. 1, from Archer-Elgin, accounting for soil and rock removal, bay heaters, drain tile, rain days, and removal of an old septic tank on the site of the new Road and Bridge facility. This change order is a revision of proposed change order no. 6, previously discussed on October 3, and reflects a cost of several thousand dollars less than previously proposed.

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

Read and Approved:



Joey Auxier, Presiding Commissioner



Gary Hicks, District 2 Commissioner

Phelps County Commission Record
October 31, 2023 Nineth Day of the October Term

Now at this 31st day of October, 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 Collector Faith Barnes. Deputy Clerk Hudson took notes.

IN THE MATTER OF
8TH GRADE COURTHOUSE VISIT:

Mr. Perona's 8th-grade class from St. James visited the Courthouse, including the Commission meeting. The Presiding Commissioner explained that meetings are open to the public, allowing people to see and comment on the workings of government, and that decisions made at higher levels of government have to be implemented at county and city levels. The Presiding Commission used Senate Bill 190 as an example. Commissioner Stites asked if the students were aware of the scope of the Commission's duties. Students offered some ideas, and Commissioner Stites highlighted responsibilities of County roads and bridges, safety, and infrastructure. Commissioner Stites pointed out the administration of such things as gravel for roads, which involves money and manpower in surprisingly large amounts. The new Courthouse metal detectors were also pointed out.

Discussion was had of budget responsibility, and the Commission's work with elected officials and departmental heads to plan expenditures and distribute available revenue. The Commission emphasized that it welcomes citizens' input, because it is their money being spent.

Michelle Bock from Road and Bridge entered at 9:06.

Commissioner Hicks summarized budget and financial management, noting that the current year's budget is around \$44 million, about \$30 million of which will likely be spent. Commissioner Hicks also discussed ARPA funding and how it has been used for the new jail and the new Road and Bridge facility.

Some questions about the interplay between County and City governments were fielded by the Commission.

The class was thanked for its attendance and interest, and left at 9:16.

IN THE MATTER OF
GRANT APPLICATION WRITING HOURS - CATALYTIC INNOVATIONS:

Discussion was had of a request for grant application writing hours from Catalytic Innovations.

On motion of Commissioner Stites, seconded by Commissioner Hicks, the Commission voted the remainder of its 2023 grant-writing hours to Catalytic Innovations.

Road and Bridge Superintendent Mark Case, the Sheriff, and Bailiff Cpl. Reeder entered at 9:19.

IN THE MATTER OF
COUNTY EMPLOYEE RETIREMENT FUND CONTRIBUTIONS:

The Commission discussed increasing its contribution to the County Employee Retirement Fund (CERF) from 1% to 2%, thus lowering employee contributions by a percentage point. At the present rate, the County budgeted some \$74,000 for the year. The County is projected to spend approximately \$71,000 of this.

On motion of Commissioner Hicks, seconded by Commissioner Stites, the County will increase its CERF contribution to 2%.

IN THE MATTER OF
COUNTY ROAD 6630 - ELECTRICITY:

Mr. Case said an owner of property on CR 6630 is requesting power to a building on the road. The Forest Service is prepared to issue a permit, but the road will need to be closed for some three weeks to cut a mile-long path for electric poles, 40-60 feet wide.

Local resident Chester Kojro entered at 9:30.

Mr. Case recommended that in the event of Commission assent to this operation, the County should request insurance certificates from the land owner and the logging company. Discussion was had that it would be prudent to wait until after deer hunting season to close the road and begin logging. The Commission stated its approval for closing the road after November 27.

IN THE MATTER OF
DUMPING ON CR 1250:

Commissioner Stites informed the Road and Bridge management that appliances had been dumped on County Road 1250.

Local landowner Paul Myers entered at 9:35.

IN THE MATTER OF
FORMER COUNTY ROAD 3340 HAMMERHEAD:

Mr. Myers followed up on the process for creating a hammerhead on his portion of CR 3340 previously vacated by the County. Mr. Myers was instructed to record the legal description of the hammerhead location; Mr. Case said that his department would shape a ditch before a contractor fills the site with gravel.

Mr. Case, Ms. Bock, and Mr. Myers left at 9:47.

IN THE MATTER OF
JAIL RENOVATION:

The Sheriff provided some updates on the jail renovation.

After the inmate housing is completed at the jail expansion, additional kitchen space and storage for personal property will be needed. Additional inmates will arrive before kitchen and laundry renovations, so meals and laundry will have to be on a staggered schedule.

Federal per diem payments for housing federal inmates will increase in the second half of 2024.

At some point, planning and bids will need to be entertained to update jail kitchen, laundry, and storage. Discussion was had of planning for this while contractors are already on site working on jail housing.

IN THE MATTER OF
ACCOUNTS PAYABLE:

The Commission reviewed and approved payment of its monthly internet bill of \$13.00.

IN THE MATTER OF
COURTHOUSE SECURITY:

Discussion was had of the new metal detector and Courthouse security protocols, in effect as of yesterday.

Mr. Kojro left at 10:34. The Treasurer entered at 10:41.

IN THE MATTER OF
ARPA FUNDS:

Discussion was had with the Treasurer of projects with ARPA funds committed to them at this time. The Treasurer will provide an update on this on Thursday.

The Treasurer left at 10:51. Support Services Sissy Korich entered at 11:06.

IN THE MATTER OF
COURTHOUSE DROP-BOXES:

Because of new security protocols, the drop-box connected to the County Clerk's Office is now blocked from the outside after business hours, as it is enclosed within the exit side of the foyer - as opposed to the entrance side, where metal detectors are now positioned. There is an exterior drop box which can still be used.

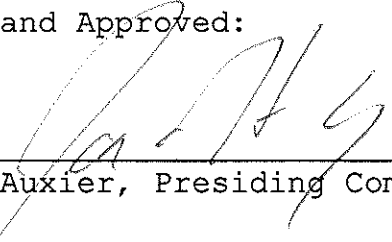
IN THE MATTER OF
COURTHOUSE SECURITY:

It was discussed and decided that the bailiffs will open and lock the main doors to the Courthouse.

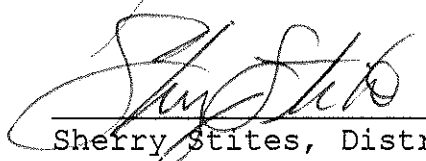
Ms. Korich and Cpl. Reeder left at 11:29.

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

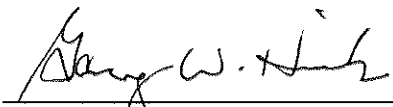
Read and Approved:



Joey Auxier, Presiding Commissioner



Sherry Stites, District 1 Commissioner



Gary Hicks, District 2 Commissioner