

**Phelps County Commission Record**  
**September 3, 2024 Nineteenth Day of the July Term**

Now at this 3<sup>rd</sup> day of September, 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 Lorraine Britt took minutes.

Collector Faith Barnes entered at 9:07 am followed by Sheriff Michael Kirn and Admin Assistant Theresa Lasher at 9:19 am.

In the Matter of  
County Road 3340:

Local Resident Paul Meyers called at 9:23 am in regard to the Construction of a hammerhead on County Road 3340 where road vacation had previously occurred.

Treasurer Cathy Tipton entered at 9:27 am.  
Barnes left at 9:28 am.

In the Matter of  
Change Orders:

Sheriff Kirn presented two change orders from Phase 2 of the Jail Expansion to the Commission in regard to the electrical room. Change Order 018 will have no added cost. Change order 019 will have an added cost of \$46,319.00. Commissioner Hicks moved to approve the change orders, Commissioner Stites seconded, motion carried.

Local Resident Donald Green entered at 9:39am.

In the matter of  
MoDOT meeting at the capital:

Representative Tara Peters called at 9:40 am to invite the Commissioners to a MoDOT meeting at the capital in Jefferson City on the following Monday at 1 pm.

Green left at 9:45 am.

In the Matter of  
Sheriff Budget Discussions:

The Commissioners discussed if getting a line of credit in the amount of \$1,000,000 would help the Sheriff's Department with payroll and covering their bills until the expansion project is finished. Discussions were had that Sales Tax received will typically take care of the first payroll for the Sheriff's department. Kirn advised cutting back on expenses such as training, fuel and overtime grants that the Sheriff's department has to pay out first and then get reimbursed might be useful. Commission advise they would contact Ernie Kost at the First

State Community Bank about a line of credit and if he could attend the commission meeting on Thursday.

Local resident Chester Kojro entered at 10:15 am.  
Kirn, Lasher and Tipton left at 10:25 am.  
Dana Sooter entered at 10:38 am.  
Sooter and Kojro left at 11:01 am.

In the Matter of  
Accounts Payable:

Commission approved the payment of September Contract Pay  
In the amount of \$20,408.68.

Treasurer Cathy Tipton reentered at 11:25 am followed by  
Collector Faith Barnes at 11:42 am.  
Barnes left at 11:50 am followed by Tipton at 11:54 am.

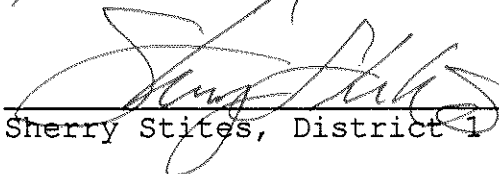
In the Matter of  
Review of previous minutes:

Commission reviewed and approved minutes from the 8/27  
commission meeting.

Hearing no other business commission adjourned at 12:10 pm.

Read and Approved:

  
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Joey Auxier, Presiding Commissioner

  
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Sherry Stites, District 1 Commissioner

  
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Gary Hicks, District 2 Commissioner

**Phelps County Commission Record**  
**September 5, 2024 Twentieth Day of the July Term**

Now at this 5<sup>th</sup> day of September, 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 Lisa Dowdy took minutes.

MOPERM representative Dan Cavender entered at 9:00 am.

In the matter of  
MOPERM renewal:

Discussion took place concerning the renewal survey and if recommendations are being implemented such as body cams, training, psychiatric evals for jail staff, etc. Further discussions were had on the need for a personal vehicle policy to be put into the county policy manual. Discussions were had on possibly including a checklist of items that could include: evidence of insurance, mvrs (motor vehicle records).

Health Department Director Ashely Campbell & The Focus Reporter entered at 9:15 am.

Hicks advised Cavender of the estimated time for R&B to be moved into their new building is 10/1/2024.

Discussions were had about Loss of Income Coverage - Revenue Stream (Cavender broached this subject). Hicks inquired as to what this covers and examples provided included flooding, tornados, terrorism, lightning etc. Hicks asked if it would cover a loss of revenue stream due to federal inmate census being down & having to furlough jailers. Cavender advised the coverage would not cover fixed costs / utilities / etc. but he will inquire to see if it covers loss of income due to our current situation.

In the matter of  
Accounts Payable:

Commission reviewed and approved invoices in the amounts of \$184,276.96 for A - L, \$49,844.94 for M - Z, \$24,915.55 for Senior Companions Stipends and \$13,876.57 for August Payroll Deductions & Benefits.

Commission left the commission chambers and moved to the multipurpose room for the SB 190 discussions at 9:55 am.

In the matter of  
SB 190 discussions:

Present - Gary, Sherry, Joey, Lisa, Ashley Campbell, Time Kean,

Robin Kordes, Faith Barnes, Jeff Davis, 3 members of SB40 board (sorry, I did not get their names), Shawn Hedge, Kendra Atkinson & Dr. Dare with RPS, Tim Webster, Bob Cottengim (Phelps R3??), Jason Shenefield (PH), Rick Barnes

Collector Faith Barnes addressed the following:

SB756 improved SB190 guidelines but is not a complete correction.

Assessment doesn't stop, taxes freeze (credit), etc. Presentation covered costs to implement, will it save taxpayers significant amounts in taxes, coordination of information between depts. etc.

There was discussion about whether to develop a Phelps County ordinance or let it go to the voters to put on the ballot and many agreed that it would be best to create an ordinance and let it pass lawyer scrutiny for legalities.

Sherry asked for a show of hands as to how many wanted to 1) be pro-active and write an ordinance, 2) develop guidelines and 3) create an application. It was decided to go ahead with these actions with hope that the application process would take place in 2025 and the freeze would occur in 2026.

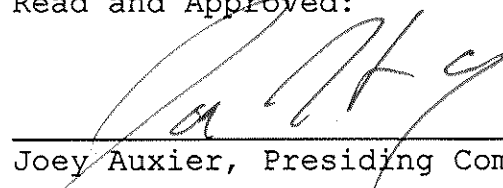
Commission returned back to the commission chambers at 11:00 am.

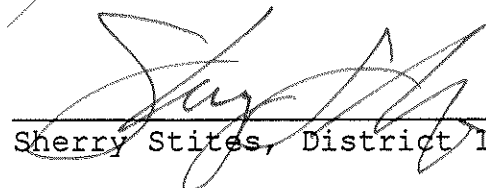
In the matter of  
State Cyber Crime Grant:

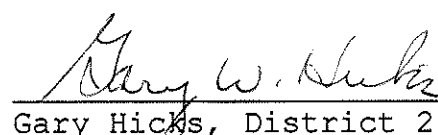
Hedge updated the commissioners on the \$1800 ish pay of his that is behind in reimbursement from the feds due to disagreement between local and federal agencies as to whether reimbursement has already occurred. Hedge advised the State Cyber Crime Grant is for \$164,000 and will cover 100% of his and Tavis Maxwell's salary, benefits and training. Stites moved to approve the SCCG (state cybercrime) grant for 6/1/2024 - 5/31/2025, Hicks seconded, motion carried. Copies of grants will be provided to Cathy Tipton.

Hearing no other business commission adjourned at 12:00 pm.

Read and Approved:

  
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Joey Auxier, Presiding Commissioner

  
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Sherry Stites, District 1 Commissioner

  
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Gary Hicks, District 2 Commissioner

**Phelps County Commission Record**  
**September 10, 2024 Twenty-first Day of the July Term**

Now at this 10<sup>th</sup> day of September, Commission met pursuant to adjournment and a quorum was present of the following members:

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

District 2 Commissioner, Sherry Stites, was absent due to attending a meeting held in Jefferson City regarding the I-44 issues in our county with MODOT representative Preston Kramer and Representatives Tara Peters and Don Mayhew.

Also present were Treasurer Cathy Tipton and Kelly Sink from MRPC.

In the matter of  
MRPC ARPA Funds Updates:

Kelly Sink with MRPC advised the only remaining allocations of ARPA funding that is not in the works yet is Doolittle. Initially they were planning to do Smoke testing on the systems but discovered almost everything is under pressure so they are unable to do smoke testing. Lateral out to tank, to a pump then lateral out to Rolla. Discussions were had that the new testing will be starting at the tanks so they can find any issues. If issues are found with the tanks, then they will propose a plan from there. They advised the testing will be what the \$150,000 allotted to them of ARPA funds and they will be under contract soon to utilize those. Tipton asked Sink if the interest we are earning off ARPA investments can be utilized outside of the ARPA fund and she advised yes as it is not the same as the CARES act.

Sink left at 9:21 am.

Ashley Campbell and Jordan Dillon from the Health Department entered at 9:25 am.

Tipton left at 9:28 am.

In the matter of  
Sewer Ordinance Recension:

Campbell provided commission with the current Sewer Ordinance and discussions were had on the how to proceed with rescinding the order. Commission advised they would like to make the recension effective October 1, 2024.

Local resident Chester Kojro entered at 9:41 am.

Commissioner Hicks moved to rescind/repeal the Phelps County On-site Wastewater Disposal ordinance that was adopted on 01/29/1998 effective 10/1/2024, Auxier seconded, motion carried. Rescinded ordinance will be No. 2024-09-10.

Collector Faith Barnes entered at 9:45 am.

In the matter of  
Review of previous minutes:

Commission reviewed and approved minutes from the 8/29, 9/3 and 9/5 commission meetings.

Campbell and Dillon left at 9:51 am.

In the matter of  
Surplus Tax Sale:

Barnes presents commission with the next Surplus taxes sale. Discussions were had on the Heirs intitled to the surplus. Commission decided to wait for the direct of legal counsel on how to proceed with the surplus funds.

Barnes left at 9:59 am.

In the matter of  
Accounts Payable:

Commission reviewed and approved invoices in the amounts of \$31,450.90 for UMB EATS and Rolla Westside TIF and \$141,040.83 for UMR and KC Life.

Kojro left at 10:30 am.

In the matter of  
Citizen concern off CR 3640:

A Citizen called in to complain about a neighbor constantly running a water hose across the gravel road. The citizen's complaint is she has reached out to the sheriff's department and they aren't doing anything about it and she wants this to be addressed as it is dangerous for motorcycles. She further advised the sheriff went out last year when this was an issue and the neighbor advised he would bury a line for the water hose but that has not happened yet and she wants something done about it and she wants to make an official complaint against Captain Hope.

Local resident Dale Wands entered at 11:19 am.

In the matter of  
Property regulations off CR 3060:

Wands advised he is looking for any regulations/codes that he needs to follow for building. Commission asked if he is wanting to subdivide the property and he advised no. Further discussions were had on the property being located in PWSO #2 and Mr. Wands was advised to contact them for the water supply in that area. Further discussions were had on what he would need to do for a

septic system. Commission advised Mr. Wands to reach out to the Department of Health and Senior Services at state on what is required for the property to have septic.

Dale Wands left at 11:54 am.

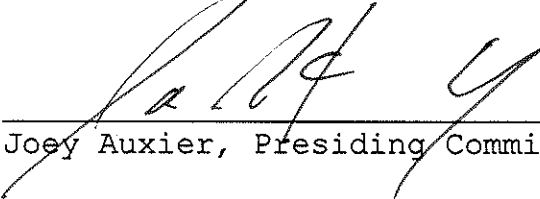
Representative Bennie Cook entered at 11:55 am.

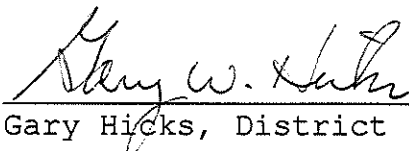
In the matter of  
Memorial Highway CW2 Rusten Smith:

Cook presents commission with petition for the CW2 Rusten Smith Memorial Highway. Commissioner Auxier, Commissioner Hicks and County Clerk Johnson signed the petition in support of honoring a local veteran that was killed.

Hearing no other business commission adjourned at 12:00pm.

Read and Approved:

  
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Joey Auxier, Presiding Commissioner

  
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Gary Hicks, District 2 Commissioner





## Phelps County Commission Record

September 12, 2024 Twenty-second Day of the July Term

Now at this 12<sup>th</sup> day of September, 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, County Clerk

Also present was Darin Pryor with Rolla Public Works Director.

In the matter of  
Hwy E Sidewalk project updates:

Mr. Pryor confirmed the commissions portion of the Hwy E Sidewalk project in the amount of \$44,535.97. He advised the project will begin in Spring of 2025 so they would not need any funds until then. Commissioner Stites moved to accept the counties portion of funds for the Sidewalk project in conjunction of the Rolla City project in the amount of \$44,535.97, Commissioner Hicks seconded, motion carried.

Pryor left at 9:13 am.

In the matter of  
Accounts Payable:

Commission reviewed and approved invoices in the amounts of \$1,400.00 for August Polling Places, \$723,786.41 for Jail Expansion draw down, \$187,878.46 for A - L and \$50,409.71 for M - Z.

Public Administrator Dana Sooter entered at 9:21 am.

In the matter of  
County Seal:

Discussions were had on the need to have a trademark and defined stipulations to make sure no one can copy our design. Further discussions were had to visit adopting the seal at a later date once we have the copyright and trademark worked up.

Sooter left at 9:35 am.

John Stobb from Great Rivers entered at 9:35 am.

In the matter of  
County Road 3620 Bridge Project:

Stobb presented commission with the completed photo of the bridge that was opened back up today and gave a report of the completed project. Discussions were had on removing 2 days off the Liquidated damages incurred from the project not being completed on time. Further discussions were had that the final

number of Liquidated Damages days to be charged to the contractor will be 5 days. Discussions were had on doing an overrun of silt screening on the slopes that would cost roughly \$1,320. Commission advised they are good with this as it will even out with the liquidated damages costs. Commissioner Stites wanted to make known how well John Stobb was on the project as he conducted himself in a professional manner and had great communication throughout the entire project.

Health Department Director Ashley Campbell entered at 9:46 am.

In the matter of  
R & B New facility Invoice # 15:

Commission reviewed, discussed and approved Invoice # 15 from Curtiss Manes Schulte on the Road and Bridge new facility. Commissioner Hicks moved to approve invoice # 15 in the amount of \$70,502.04, Commissioner Stites seconded, motion carried.

Stobb left at 9:55 am.

Road & Bridge Supervisor Mark Case and Admin Assistant Michelle Bock entered at 9:56 am.

In the matter of  
Purchase Order on 2024 Dump Truck:

Discussions were had on the 2 quotes provided 1 from International and 1 from Freightliner. Case advised international's quote came in roughly \$36,000 higher than freightliner. Further discussions were had on the county having good customer services with International and they would like to go with International on this truck since they ordered from Freightliner on the last truck. Commissioner Hicks moved to approve the purchase of a dump truck cab and chassis from Rush (International) in the amount of \$127,323.44, Commissioner Stites seconded, motion carried.

In the matter of  
The Ranches:

Auxier advised he had a call from a citizen that lives in the Ranches asking if they are going to pave the roads in that subdivision. Case advised it may not happen this year as we will have to get an asphalt Zipper in there to take it down and resurface the road. Discussions were had on potentially using a geo thermal mesh to help stabilize the road when it is resurfaced. Further discussions were had on potentially ripping up the asphalt and maintain that road as a gravel road for a year or two so that it would create a better solid base of compacted rock and then go in and chip and seal it to prevent further cost constraints for maintenance.

In the matter of  
Road Chipping projects:

Case advised they will be finished with the chipping projects that were allotted this year by next week. He further advised they have done well staying under budget on materials so if there is another project the commission wants them to address they will see if they have enough left in their budget to complete one or two more roads.

In the matter of  
Road and Bridge new facility:

Commission called Cameron Schweiss to schedule a final walk through of the new facility. Cameron advised Tuesday 9/17/24 from 10 am- 12 pm works for him to meet us on site for the walk through.

Campbell left at 10:59 am followed by Case and Bock left at 11:30 am.

In the matter of  
Former Deputy Coroner Mathis:

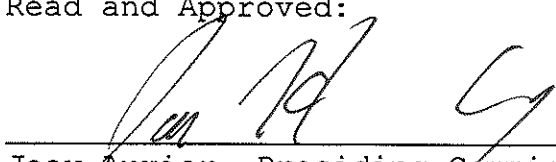
Commission called former Deputy Coroner Mathis to inquire as to why she has terminated employment with the county and to inquire what the county needs to reimburse to her from equipment she purchased and was never reimbursed.

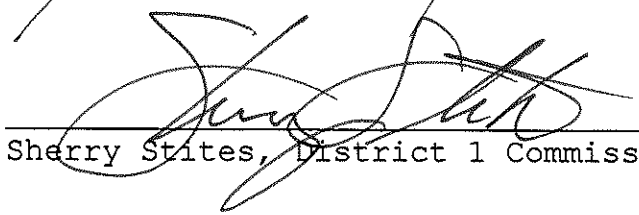
In the matter of  
Bartlett & West Survey Invoice:

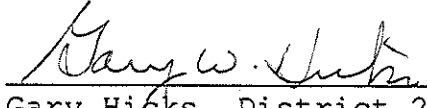
Commission reviewed the invoice for a survey conducted on Kenny Lane that is within the Watkins Lake Subdivision. Commissioner Hicks moved to approve the invoice in the amount of \$4,240.05, Commissioner Stites seconded, motion carried.

Hearing no other business commission adjourned at 12:01 pm.

Read and Approved:

  
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Joey Auxier, Presiding Commissioner

  
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Sherry Stites, District 1 Commissioner

  
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Gary Hicks, District 2 Commissioner



**Phelps County Commission Record**  
**September 17, 2024 Twenty-third Day of the July Term**

Now at this 17<sup>th</sup> day of September, 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, County Clerk

Also Present were Treasurer Cathy Tipton, Admin Assistant Theresa Lasher and Lieutenant Joe Taylor.

In the matter of  
Sales Tax report:

Tipton presents commission with a Sales tax report and discussions were had on us being up 3% from august and up 2% from this time last year. Tipton advised overall we are doing well on sales tax.

In the matter of  
Document Destruction:

Tipton presents commission with a document destruction list for the following:

Phelps County Treasurer files scheduled to be destroyed September 2024:

- 2021 AP EFT Confirmations
- 2021 Positive Pay File
- 2021 Collateral Reports
- 2021 Collector's Turnover
- 2021 Outstanding Check File
- 2021 Open Payment File
- 2021 Receipt Documentation
- 2021 Interest File
- 2021 Deposit Slips
- 2021 Settlement Documents
- 2021 Revenue Daily Reports
  
- 2022 AP EFT Confirmations
- 2022 Positive Pay File
- 2022 Collateral Reports
- 2022 Collector's Turnover

2022 Outstanding Check File  
2022 Open Payment File  
2022 Receipt Documentation  
2022 Interest File  
2022 Deposit Slips  
2022 Settlement Documents  
2022 Revenue Daily Reports

Commissioner Hicks moved to approve the destruction of the above records for the Treasurers office, Commissioner Stites seconded, motion carried.

In the matter of  
Accounts Payable:

Commission reviewed and approved invoices in the amounts of \$5,605.82 for PR Nationwide & Greatwest.

In the matter of  
Jail updates:

Taylor advised commission the federal inmate counts are increasing, they are standing good at staffing right now, he advised of the upcoming maintenance tomorrow taking place at the facility and advised the expansion project is due to be finished in December.

Kent Bagnel from the Morning Mayor radio show entered at 9:17 am.

Tipton left at 9:30 am followed by Lasher, Taylor and Bagnel at 9:35 am.

Commission left the chambers to reconvene at the new Road & Bridge Facility.

Commission arrived at new facility @ 9:50 am.

Also present were Cameron Schweiss and Jack Meadows from Archer-Elgin and Mark Case and Michelle Bock from road and bridge department.


In the matter of  
Road & Bridge new facility walk thru:

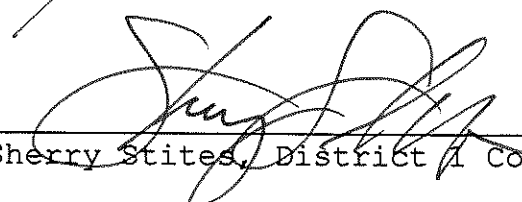
Schweiss handed out an agenda for items to review on the walk thru. Discussions were had on the progress and Commissioner Hicks advised he would not like to see Logan Excavating do anymore work on this project, Stites also agreed. Schweiss advised Logan did well on 90% of the project but this last 10% of finalizing has been a bit rough to get it completed to our specifications. Discussions were had on the warranty with Curtiss Manes Schulte not starting until the date of project

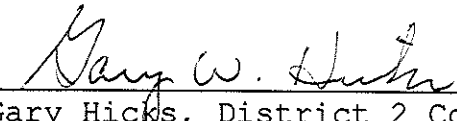
completion. Case advised the back-flow valve is supposed to have a test tag on it and he did not see one, Schweiss made note to check on the testing. Discussions were had on the original amount being 4.3 million and with the change orders we are at 4.7 million. Schweiss advised the building should have been turned over to the county on June 7<sup>th</sup> but due to the parking lot issues and floor sealing issues it prevented the road and bridge department from utilizing the building. Further discussions were had on the parking lot issues and that the contract states the contractor is liable for any third-party testing. Schweiss advised if Archer needs to they will absorb the cost of the third-party company that tested the base material if needed. Discussions were had on the Liquidated Damages that have been incurred on this project. Schweiss has the end date of the project as August 29<sup>th</sup>, 2024 as the parties advised this would be the substantial completion so that the department could start utilizing the facility even though not all of the small remaining items have been completed. Further discussions were had on which option of Liquidated damages the commission wanted to decide on due to weather and management on the project. Stites asked how good is the relationship with the contractor and are there any concerns of retaliation on the 1-year contract after we make the last payment. Hicks advised he sees no issues with a continued good relationship with CMS. Case and Bock advised they have been working really well with Blake at CMS and do not foresee any issues with a professional working relationship in the future. Hicks asked Schweiss to look into who will be reimbursing the county on the utility bills since they are being charged for utility use on a building they are not utilizing yet. Commission advised they will think about the Liquidated Damages options and make a decision at the Thursday meeting. A tour of the facility commenced.

Hearing no other business Commission adjourned at 11:42 am.

Read and Approved:

  
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Joey Auxier, Presiding Commissioner

  
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Sherry Stites, District 1 Commissioner

  
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Gary Hicks, District 2 Commissioner





## Phelps County Commission Record

September 19, 2024 Twenty-Fourth Day of the July Term

Now at this 19<sup>th</sup> day of September, 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, County Clerk

In the matter of  
LACTF Funds:

Discussions were had on the LACTF funds and the possibility of needing to utilize some of that for the unexpected cost of re surfacing our parking lot. Commission advised we will pay the invoice directly out of the LACTF fund to cover this unexpected expense on the county.

In the matter of  
MAC Delegate:

Discussions were had on who we are going to delegate to represent Phelps County on the MAC board. Commission decided to think on it since they do not have to have this completed until November 1, 2024.

In the matter of  
BRO-R081(14) Invoice #13 & #14:

Commission reviewed invoice #'s 13 & 14 for the BRO-R081(14) Project. Commissioner Stites moved to approve both invoices in the amounts of \$176,748.40, Commissioner Hicks seconded, motion carried.

Kevin Voss from CMS (Curtiss Manes Schulte) entered at 9:39 am.

In the matter of  
Review of Commission minutes:

Commission reviewed and approved the commission minutes from the 9/10 and 9/12 meetings.

In the matter of  
Corner Re-monumentation:

Commission received documentation from the State of Missouri Department of Agriculture advising they will pay for 5 corner re-monumentation totaling \$17,050.00.

Collector Faith Barnes entered at 9:58 am followed by Cameron Schweiss from Archer-Elgin at 10:00 am.

Barnes left at 10:05 am.

In the matter of  
Liquid Damages discussion on New R&B Facility:

Discussions were had on light switches, Voss explained that the switches were set at manual originally but they have gone in and corrected them to function as motion censored. Further discussions were had on the dishwasher is being tested and functioning and the west side door not closing properly was a censor issue that has been corrected as of this morning.

Admin Assistant Michelle Bock from R&B department entered at 10:09 am.

Discussions were had on where we were at with the water quality testing since there were already damages done to the inside of the boiler. Voss advised those samples have been sent off and he expects them to be back next week and further advised there was a pin hole found during inspection that would potentially have caused the damages. This would be a manufactures defect and should be covered for full replacement. Discussions were had on the 2 options for the liquidated damages. Commission advised some of the holdup was related to weather and because of that they are leaning toward option b of the lesser in the amount of \$12,500. However, commission advised that they have roughly \$3,754.10 that they have paid on utilities when the contract states the contractor is to pay these during construction. Voss advised he has been making several substantial payments to intercounty as well so he will investigate why there are multiple invoices. Further discussions were had that the final amount for liquidated damages will be calculated by Schweiss at the Engineering company with these accrued utility costs. They are anticipating a total of \$16,254.10. Discussions were had on the final completion date including the punch list items of the entire project set at 9/28/24. Commissioner Hicks moved to accept the timeline of the substantial completion date of 9/28/24 which will start the 1-year warranty, Commissioner Stites seconded, motion carried.

Paul Long from the Assessor's office entered at 1037 am.  
Voss and Schweiss left at 10:40 am followed by Bock at 10:45 am.

In the matter of  
Accounts Payable:

Commission approved invoices in the amounts of \$176,748.40 for GRE & SCE BRO-R081(14), \$303,968.80 for A - L and \$67,410.15 for M - Z.

In the matter of  
Assessor Bid Opening:

As Scheduled the singular bid received for the Assessors office was opened at 10:45 am from EJ Rice. Bid came in at \$22,180.93. Discussions were had and Commissioner Hicks moved to approve the

bid, Commissioner Stites seconded, motion carried and bid accepted.

Long left at 10:53 am.

Barnes re-entered at 11:18 am.


In the matter of  
Adoption of County Seal:

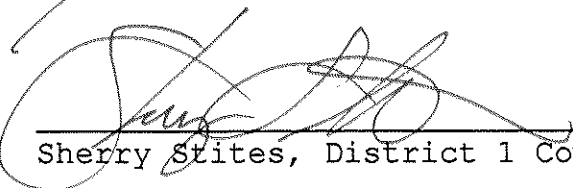
Commissioner Stites moved to adopted the County Seal, Commissioner Hicks seconded, motion carried. Commission extends their thanks to those involved in the creation of the seal as follows: Public administrator Dana Sooter, Recorder Robin Kordes, and local resident Kyle Caraway.

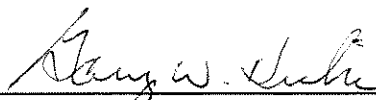


Hearing no other business commission adjourned at 12:05pm.

Read and Approved:

  
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Joey Auxier, Presiding Commissioner

  
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Sherry Stites, District 1 Commissioner

  
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Gary Hicks, District 2 Commissioner

**Phelps County Commission Record**  
**September 24, 2024 Twenty-Fifth Day of the July Term**

Now at this 24<sup>th</sup> day of September, commission met pursuant to adjournment and a quorum was present of the following members:

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

Also present was Collector Faith Barnes, Staff Sergeant Glenn Suschanke and Local Resident Ray Schweikhardt.

In the matter of  
Deeded road property:

Barnes presents commission with a post third offer documentation on a recorded deeded road property section 3 township 37 range 6. Discussions were had on the need to vacate the taxes owed from 2019-2023 tax years and record and deed the property to Harvey Norris's parcel and commission will be on the look out of the court order on this matter.

Barnes left at 9:12 am.  
Sheriff Kirn entered at 9:22 am.

In the matter of  
Sheriff's Department Grant:

Suschanke presented Commission with a Missouri Sheriff Methamphetamine Relief Taskforce Grant in the amount of \$40,454.70. Commissioner Hicks moved to approve the grant, Commissioner Stites seconded, motion carried.

Suschanke left at 9:28 am.

In the matter of  
MRPC 2024 Survey:

Discussions were had on what to list for the areas of concern on the MRPC survey. Commission will finalize the survey at a later date.

In the matter of  
Real Prop Court order:

Commissioner Hicks moved to approve court order removing the back taxes and penalties on Certificate #2023000092, Commissioner Stites seconded, motion carried.

Local resident Chester Kojro entered at 9:31 am.

In the matter of  
Sheriff's Department updates:

Sheriff Kirn advised the Maries county jail has shut down and Phelps County has absorbed those inmates. Discussions were had on the need to keep 80 federal inmates all the time but would prefer 100 federal inmates to build funds. Further discussions were had on the state side of inmates typically running at 100 inmates. Due to these changes Sheriff advised he is sitting much better than they were a few months ago.

Health Department Director Ashley Campbell entered at 9:34 am.

In the matter of  
Change order #020:

Sheriff presented Commission with change order #020 for the Jail expansion that includes security updates that were missed on the original contract. Commissioner Hicks moved to approve change order #020, Commissioner Stites seconded, motion carried.

Sheriff Kirn left at 9:39 am.

In the matter of  
Review of previous minutes:

Commission reviewed and approved minutes from the 9/17 and 9/19 commission meetings.

In the matter of  
Title Signing for R&B:

Commission signed over the title to the 2008 Ford F-550 that is listed on Purple Wave.

Campbell left at 9:50 am.  
Recorder Robin Kordes entered at 10:06 am.  
Schweikhardt left at 10:15 am.

In the matter of  
Employee Appreciation Events:

Discussions were had on if we wanted to let everyone know that each office will have candy for Halloween trick or treaters. Discussions were had on setting up a tent like we did with the lemonade stand or doing a trunk or treat out front from 4p-5p. Discussions were had on the Veterans parade and t shirts for the employees willing to volunteer at the parade. Discussions were had on Christmas events around the courthouse. Kordes advised they will put the big tree up in the foyer on December 3<sup>rd</sup>.

Discussions were had on the Phelps County Employee Christmas party. Stites advised lions club will have all the tables and centerpieces set up for us. Discussions were had on using disposable plates and utensils. Further discussions were had on

the timeline of events for the party. Discussions were had on the menu for the event being catered by Buckin Hot Catering and having the elected officials bring in a desert to cut down costs.

Kojro left at 10:29 am.

Local resident Keith Davis entered at 10:38 am.

In the matter of  
Citizen Kudos:

Local resident Keith Davis came in to expressed his thanks on the chip and seal job the Road Department did on county roads 5460 & 5310 recently.

Kordes left at 11:40 am.

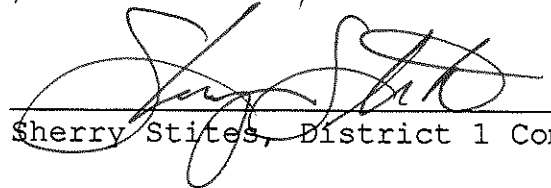
In the matter of  
Mill tax discussions:

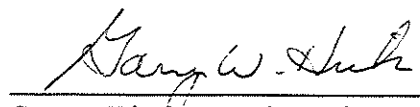
Discussions were had on potentially putting out a mill tax for the hospital for the citizens of Phelps County to vote on.

Hearing no other business commission adjourned at 12:00 pm.

Read and Approved:

  
\_\_\_\_\_  
Joey Auxier, Presiding Commissioner

  
\_\_\_\_\_  
Sherry Stites, District 1 Commissioner

  
\_\_\_\_\_  
Gary Hicks, District 2 Commissioner





**Phelps County Commission Record**  
**September 26, 2024 Twenty-Sixth Day of the July Term**

Now at this 26<sup>th</sup> day of September, 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, County Clerk

Also present were Treasurer Cathy Tipton, Public Administrator Dana Sooter and The Focus Reporter.

In the matter of  
CART Fund report:

Tipton presents commission with Cart fees Motor Fuel is up across the board, Vehicle sales are down from last month but up from this time last year and Vehicle fees are down across the board.

Jason Smiths field representative Grant Wilson entered at 9:09 am.

In the matter of  
ARPA Fund report:

Tipton presents commission with ARPA/LACTF updated report. Discussions were had on moving the interest in the amount of \$69,449.25 into the GR interest account. Commission advised to move it to help build funds. Discussions were had on when the final bill for the R& B facility we need to code it to utilize the remaining allotted amount of ARPA funds and then any remaining amount due will be coded out of the R&B fund.

Recorder Robin Kordes entered at 9:15 am followed by Collector Faith Barnes at 9:32 am.  
Sooter, Tipton and Kordes left at 9:54 am.

In the matter of  
CAP for AmeriCorps finding:

County Clerk Johnson advised commission of the AmeriCorps Office of Audit and Debt Resolution findings of being late on reporting to the FAC. Discussions were had on the matter being out of our hands as the auditing company that submitted the audit report late to us was contracted and paid by the State of Missouri. After speaking with Legal Counsel, it was decided to provided the following Corrective Action Plan as a result of this finding:

JOEY AUXIER  
PRESIDENT COMMISSIONER  
573-458-8121

SHERRY STITES  
COMMISSIONER DISTRICT I  
573-458-8120

GARY W. HICKS  
COMMISSIONER DISTRICT II  
573-458-8122

## Phelps County Commission

PHELPS COUNTY COURTHOUSE  
200 NORTH MAIN STREET, SUITE 105  
ROLLA, MISSOURI 65401

Phone: 573-458-6000  
Fax: 573-458-6119

LAURA JOHNSON  
COUNTY CLERK  
573-458-8101

### PHELPS COUNTY, MISSOURI CORRECTIVE ACTION PLAN ACCURATE SINGLE AUDIT REPORTING ON THE FEDERAL AUDIT CLEARINGHOUSE SITE

Phelps County, Missouri, respectfully submits the following Corrective Action Plan for the year ended December 31, 2022.

Audit Period: January 1, 2022 – December 31, 2022

The findings from the AmeriCorps Office of Audit and Debt Resolution are discussed below.

#### FINDINGS-FEDERAL AUDIT CLERAININGHOUSE REPORTING:

##### Action taken in response to finding:

- The County of Phelps will not use Clifton Larson Allen (CLA) as an auditing company moving forward.
- We will respectfully ask the State of Missouri when it is their year to pay for the Phelps County Audit that we not allow CLA to be contracted on any further audits for our agency as their late completion of our audit is why we were found to be in noncompliance of AmeriCorps standards.
- The Phelps County Clerk, Laura Johnson, will create a guideline with the AmeriCorps timeline OMB Guidance standards to prevent further noncompliance for any new clerks being elected to this office.

##### Name of Contact person(s) responsible for corrective action plan:

- The Elected County Clerk- (currently Laura Johnson)

##### Planned completion date for corrective action plan:

- December 31, 2024

In the matter of  
Doolittle Sewer fees:

Barnes advised she has had nothing but issues with implementing sewer fees for Doolittle and advised she will not be doing it this year. She further explained with there being a new mayor in office she is planning to schedule a meeting to discuss how to move forward and potentially have a procedure put in place to prevent further issues in the future.

In the matter of  
R&B New Facility Change Order #4:

Commission reviewed and discussed change order #4 deducting \$11,404.10 from the contracted amount for the project. Commissioner Hicks moved to approve the change order and amount deducted, Commissioner Stites seconded, motion carried.

Barnes left at 9:54 am followed by the focus reporter at 9:56 am.

In the matter of  
Accounts Payable:

Commission reviewed and approved invoices in the amounts of \$42,214.16 for PCSD September Invoices, \$3,689.54 for Grand Jury Pay, \$58,594.69 for A - L and \$43,390.80 for M - Z.

Administrative Assistant Theresa Lasher entered at 10:27 am.  
Wilson left at 10:32 am.

In the matter of  
Lagers Public Safety Survey:

Lasher advised the next phase on the Lagers Public Safety Survey which includes a fee of \$660.00 and the Sheriff wants to move forward with this so they can get an idea on what this will start costing on an annual basis. Commission advised they would like to see this be implemented in 2026 if they choose to implement since there are already several payments coming due in 2025 from the Jail expansion project.

Sheriff Kirn entered at 11:16 am.

In the matter of  
Sheriff's Budget:

Commission advised the Sheriff that he needs to cut spending moving forward and he needs to be setting aside \$75,000 a pay period in order to have the funds available for the upcoming loan payments that are due next year. Sheriff advised he doesn't know how else to cut spending other than cutting personnel. Discussions were had on how much revenue the department has brought in this year and if they will meet what their projected revenues were. Sheriff advised he is not planning on giving a COLA this coming year as he is focused on getting the loan paid for and out of the way next year. Commission asked Sheriff if he would be confident in Lasher having the authority to deny unnecessary expenses which would take some of the responsibility off the sheriff who is busy working on finding ways to bring funding in. Sheriff advised "yes, he trusts Lasher to make sound decisions on expenses". Further discussions were had on the sheriff looking into outsourcing housing inmates so that he could get more federal inmates in to build up revenues. Sheriff advised he is only allowing grants that will pay the county up front for overtime instead of the normal county pays and then we wait for reimbursement.

Treasurer Cathy Tipton entered at 11:38 am.


Discussions were had on where our revenues are going to come from and roughly how much. Sheriff advised he is happy to see the state finally starting to pay what is owed to them from housing state inmates and that is helping with the current situation. Sheriff is confident that once he gets more federal inmates that will help with this situation as well.

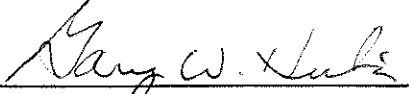
Tipton, Lasher and Kirn left at 11:58 am.

Hearing no other business commission adjourned at 12:00 pm.

Read and Approved:

  
\_\_\_\_\_  
Joey Auxier, Presiding Commissioner

  
\_\_\_\_\_  
Sherry Stites, District 1 Commissioner

  
\_\_\_\_\_  
Gary Hicks, District 2 Commissioner