

Phelps County Commission Record

December 2, 2025 Sixteenth Day of the October Term

Now at this 2nd day of December, 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
Accounts Payable:

Commission reviewed and approved invoices in the amounts of \$3,848.53 for November ADP Multi-Vendor, \$140,217.93 for November PC Self Insured UMR & KC Life, \$19,158.67 for December Contract Pay and \$6,058.70 for Great-West Nationwide PR.

In the matter of
Bartlett West Invoice:

Commission reviewed and approved the invoice for services provided by our County Surveyor in the amount of \$3,750.00 for remonumentation of 5 corners.

Treasurer Cathy Tipton entered at 9:06 am.

In the matter of
Part time Courthouse security:

Discussions were had on how the new part time courthouse security guards will be paid. Commission decided to set up a budgeted monthly transfer from 200-2018 to 410 to cover the salaries of the part time security guards.

Health Department Director Sonya Berry entered at 9:25 am followed by Collector Faith Barnes and Local resident Chester Kojro at 9:27 am, Support Services Sissy Shults at 9:28 am, Assessor Tim Kean at 9:29 am, Senior Companions Director Yvonne Leuthauser at 9:31 am, Captain Rick Hope and Admin Assistant Theresa Lasher at 9:33 am.

Kojro and Barnes left at 9:34 am.
Recorder Robin Kordes entered at 9:40 am.

In the matter of
County Employee Guidebook:

Discussions were had on the part time employees being set at 20 hrs a week and not gaining any benefits. Further discussions were had on keeping employees under 1000 hours a year to make sure they are not having to pay into CERF retirement. Kean advised he would like to set the part time employees at 1000 hrs a year verses 20 hrs a week. Further discussions were had on creating a permanent part time position that works no more than

restructure and have Amy B be directly supervised by her instead of the Office manager that is the relative.

PG 47 Tipton questioned who is allowed to search employee's property? Hope advised against just searching personal property as it could open up for lawsuit. Further discussions were had on going to the prosecutor on how the right to search sections needs to be worded in order to not violate anyone's rights.


PG 47 also removing particularly dogs.

Pg 50 Discussions were had on getting rid of the suggestion box and just having the department head advise their employees to come to them with suggestions.


This has completed the edits to the employee guidebook by office holders/department heads.

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

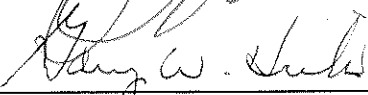
Read and Approved:



Joey Auxier, Presiding Commissioner



Sherry Stites, District 1 Commissioner



Gary Hicks, District 2 Commissioner

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In the matter of
County Employee Guidebook:

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20 hrs a week with no benefits and seasonal/temporary part time position working 1000 hours or less per year with no benefits. Discussions were had on outlining these positions clearly in the guidebook and by having the employee, supervisor and HR track these hours to insure they do not go over on hours.

Berry advised on page 14 vacation accruals need to read as 0-4 years 80 hrs, 5-14 years 120 hrs and 15+ years 160 hrs. Further discussions were had on changing the time of utilizing accrued time from 6 months to 90 days.

Kean advised he has requested to have the 1-hour utilization of time changed to half hour utilizing. He further advised on page 16 it says an employee must provide written notice and he doesn't feel that is necessary as if an employee wants to give a verbal notice he feels they should be able to do so. Johnson advised it really needs to be a written document so the leaving employee can not say they never advised that. She further advised it is necessary to have that documentation to prevent any issues. Kordes advised even a simple email or text (that can be screenshot and printed) is a good enough documented notice. Discussions were had on moving the days out to potentially 5 days due to covid instead of 3. After discussions were had a vote was taken to leave the days as 3 days consecutive out will need to provide a doctor's note all but Shults voted to keep it at 3 days. Page 16 holidays adding (and seasonal) to it.

Discussions were had on the timeframe of the eligibility of the employee to gain the benefits of the health insurance. Johnson advised you have 30 days to elect to take the counties insurance from date of hire because you have to pay into it before you can utilize the benefit. Johnson further advised she will get with Tonya at BPJ to get exact verbiage on how this needs to be listed in our guidebook.

Discussions were had on making employees that are age eligible (65 years) to take Medicare. Johnson questioned the legality of this and advised she will reach out to Tonya at BPJ on this matter also. Further discussions were had on the need to add the changes that commission made in 2024 regarding the 90 and out and 30 years on health insurance clauses. Discussions were also had on any employee hired prior to January 1, 2024 being grandfathered in to not having to follow this new guideline.

Discussions were had on removing the line on page 16 advising the employee shall turn over all the funds they receive from jury duty to the county. After discussions were had the commission asked for a vote to remove this line, all in attendance voted yes to remove. Discussions were had on who the employees need to go to in order to notify of retirement options and who is responsible to notify of the employee changes. It was decided that the department head and HR need to be notified of these changes.

Discussions were had on maternity and paternity leave. Further discussions were had on adding, under the non FMLA section, that the employee must pay full cost of insurance if being out on unpaid leave due to them not being with the county a full year.

Discussions were had on once we obtain the requirements of the differences in the 120 vs 160 hrs of military leave we will add that into the guide book under military leave on page 21.

Further discussions were had on adding sibling, step children and guardian under the family bereavement leave. Further discussions were had on adding a simple and/or (step). Pg. 21 Discussions were had changing the PTO to allow use of accrued time at discretion of department head for unpaid leave

circumstances. Further discussions were had on changing any PTO area to accrued time.

Discussions were had on changing the public works verbiage on pg. 22 to read as Road Department, Sheriff's Department, Support Services and Health Department.

On call section needs to add support services and road department.

Discussions were had on what the employee count is at the sheriff's department. Lasher advised they have roughly 90 employees currently. Further discussions were had on how many beds they have filled in the jail. Hope advised not very many and he also advised there are only a few ICE detainees at the moment as well.

Discussions were had on pg 24 where it advises an employee is only allowed to be paid out 240 hours of accrued time. Johnson advised she is not sure where that 240 hours came from as if any employee accrues comp or holiday we have to pay them out as that is time they have earned. Hope and Lasher advised they try very hard to make employees keep their comp/holiday banks below 100 hours. Shults also advised we need to also remove this 240 from page 15 for consistency.

Discussions were had on why employees need to provide proof of insurance on their personal vehicles if they are using personal vehicles for work business. Stites advised she feels that this is an HR duty and every employee must provide insurance to be placed in the personnel file of each employee. Make sure HR knows not to release the insurance cards when anyone asks for the personnel files to prevent fraudulent titling.

Discussions were had on the need to remove the total amount of reimbursements to read follows the GSA Standard Rate and to remove the .70 per mile to read the IRS rate.

Tipton advised we need to remove personal vehicle from the line advising of breath and drug testing being required.

Each office needs to create a best practice for safety policy. Discussions were had on replacing county approval to IT under the last section on page 29.

PG 31 typo on second line "they" needs to be changed to "their" normal closing.

Pg 34 Kordes asked to have "discharge" changed to "termination". Kean advised on the second to the last line make manager to Supervisor for consistency.

PG 35 Shults advised under the smoking section from "wall" needs to be changed to "door" and also adding marijuana to the list.

PG 36 under the designated by commission the policy administrator will be HR.

Discussions were had on PG 37 who would conduct the testing for a suspicious drug or alcohol testing. Hope advised he will be happy to offer the BA testing for any office holder that needs to have a blood alcohol test done.

PG 39 and 40 Lasher advised if the county wanted to contract with TOMO they have a review board who reviews every test prior to advising the employer. Change MRO to TOMO.

Also on pg 40 add in TOMO under the education and assistance as they provide these resources/classes.

PG 42 remove patients, change coworkers to employees and care to services.

PG 43 Tipton advised Johnson that she may need to restructure her supervision having 2 sisters working in her office and one of them being the office manager. Johnson advised she will

restructure and have Amy B be directly supervised by her instead of the Office manager that is the relative.

PG 47 Tipton questioned who is allowed to search employee's property? Hope advised against just searching personal property as it could open up for lawsuit. Further discussions were had on going to the prosecutor on how the right to search sections needs to be worded in order to not violate anyone's rights.

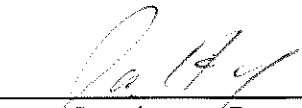
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This has completed the edits to the employee guidebook by office holders/department heads.

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


Read and Approved:



Joey Auxier, Presiding Commissioner



Sherry Stites, District 1 Commissioner



Gary Hicks, District 2 Commissioner

Phelps County Commission Record

December 4, 2025 Seventeenth Day of the October Term

Now at this 4th day of December, 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 Prosecutor Taylor Banholzer, Admin Assistant Theresa Lasher and Congressman Jason Smiths Field Representative Grant Wilson.

In the matter of
Food services contract:

Lasher also brought over the food services contract and provided it to Banholzer for review prior to commission

Banholzer left at 9:05 am.

Health Department Director Sonya Berry entered at 9:08 am.

In the matter of
Contract Amendment to Cardinal:

Lasher presented commission with the amended contract separating the medical services and behavioral health services bills each month. Commissioner Hicks moved to approve the contract amendment, Commissioner Stites seconded, motion carried.

Lasher left at 9:12 am.

In the matter of
Letter of intent for John Deere:

Commissioner Hicks moved to approve the letter of intent to purchase a John Deere FC10R in the amount of \$9,816.48, Commissioner Stites seconded, motion carried.

In the matter of
ISOLVED contract for Health Department:

Berry presented commission with a contract for time and attendance/onboarding/HR features for the grant tracking for the health department employees. Commissioner Hicks moved to approve the contract that will be renewed annually, Commissioner Stites seconded, motion carried.

Berry left at 9:20 am.

Circuit Clerk Marlaina Wallace and Recorder of Deeds Robin Kordes entered at 9:50 am.

In the matter of
Jay White personal files:

Wallace advised commission she has several boxes of personal files that belonged to Jay White from when the county was responsible for his estate. She asked commission if she could get rid of them since they were from the 70's and 80's. Commission advised to asked Prosecutor Banholzer what statute advises on this matter so that we have an attorneys advised on the matter.

Wallace and Kordes left at 9:58 am.

In the matter of
Review of Minutes:

Commission reviewed and approved minutes from the 11/20 and 12/02 Commission meetings.

Jeff Bandarett with Great Rivers Engineering entered at 10:01 am.

In the matter of
BRO projections for 2026:

Bandarett asked commission if there are any bridge projects that the county has planned for next year that he could be of assistance on. Commission advised they are working on creating a 5-year comprehensive plan for the county so they have a working document that can easily be reviewed and amended as project arise or are completed. Discussions were had on the bridge on County Road 2110 as it is in dire need of replacement. Bandarett advised he can get some examples of comprehensive plans from other comparable counties so we have a starting place for our comprehensive plan. Discussions were had on the county being in the DRA (delta regional authority) program. Wilson advised he could look into some grant funding to potentially assist with the pertinent bridge/crossing's projects in the county. Further discussions were had on CDBG and LMI for the county. Wilson also advised there could be some USDA funding available to potentially assist with the lower income areas in the county that need upgraded low water crossings.

In the matter of
Single Audit extension:

County Clerk Johnson advised she heard back from the US Department of Treasury and has great news. She advised the county has been granted an extension for filing our Single audit to the FAC for FY 2023 and 2024.

Recorder Robin Kordes, AP Clerk Erica Bargerstock and Road admin Assistant Michelle Bock entered at 11:10 am.

In the matter of
Accounts Payable:

Commission reviewed and approved invoice in the amounts of \$230,496.38 for A - L, \$143,552.79 for M - Z, \$354,811.97 for Sheriff Invoices.

In the matter of
Sheriff's Department fund:


Barger stock advised commission that after the \$354,811.97 of past due invoices and the current amount still pending of \$127,855.64 plus the pending lagers in the amount of \$27,600 for the month. Bargerstock advised she is looking for direction on whether or not to pay the remaining invoices before the budget is shut off. Commissioner Hicks advised we could float them money out of General Revenue if we have to. Discussions were had on what projected revenue is coming in and how we can be prepared to move forward with any further invoices that are coming in by the dead line of December 15th. Commission advised to go ahead and enter the remaining invoices for the year to be paid out and continue to monitor incoming revenue to cover payroll and invoices. Further discussions were had on what needs to be communicated to the employees that are waiting on reimbursements. Commission advised those employees should be directed to the Sheriff on when funds will be available to pay these reimbursements. Further discussions were had on how the commission, county clerk and AP clerk are all frustrated with the fact that they have been dumped with the Sheriff's budget nightmare because he is not willing to do the work to make the necessary changes to correct the budget flaws. County Clerk advised the budgets in the county offices are no different from a personal account in the fact that when you run out of money there is no one going to come in and pay your bills for you, you have to make cuts to offset lack of revenue.

In the matter of
FEMA money:

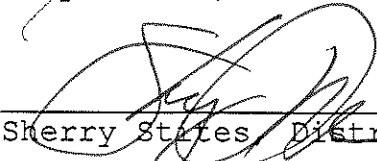
Bock advised she reached out to her contact at FEMA and that person advised any claim submitted over \$100,000 has to go to Department of Homeland Security before anything can be paid out. She further advised they have roughly \$700,000 in claims that we will likely not see until 2026.

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


Read and Approved:



Joey Auxier, Presiding Commissioner



Sherry Stites, District 1 Commissioner



Gary Hicks, District 2 Commissioner

Phelps County Commission Record
December 9, 2025 Eighteenth Day of the October Term

Now at this 9th day of December, 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 Prosecutor Taylor Banholzer and Treasurer Cathy Tipton.

In the matter of
Food Service contract:

Banholzer advised she has 3 areas of concern on the contract that was provided to her for review. She recommends to remove the Prebilling, right to waive trial and business losses sections of the contract. Commission agreed, marked through those sections and advised they will send it to the Sheriff's department to have them make the corrections with the company before they will sign the contract.

Road Superintendent Mark Case entered at 9:06 am.
Banholzer left at 9:07 am.

In the matter of
CART Fees and Sales tax report:

Tipton advised the CART fees for Motor Fuel are up 12% up from this time last year. She further advised for MV sales we are up 5% from this time last year and the MV fees are pretty much flat from this time last year. Tipton advised over all we are sitting very well on fees this year.

Tipton advised we are up 2% from this time last year on County Sales Tax.

In the matter of
ARPA funds:

Tipton asked commission if the letter was sent to Doolittle advising of the recension of obligated funds due to the multiple changes submitted by Doolittle. Commission advised yes it was mailed and discussions were had on how to utilize those funds. Further discussions were had on tabling this discussion until budget hearings.

In the matter of
Duke Fire ARPA Invoice #13:

Commission reviewed and approved the final Invoice (#13) for obligated ARPA funds to Duke Fire in the amount of \$1,726.64.

Local residents Chester and Martha Kojro entered at 9:32 am.

In the matter of
USE Tax fund discussions:

Tipton advised she called the auditors office to make sure we are being fully transparent about the tax. She further advised it can not be its only fund and she has currently set up a GL line that is going to be used for tracking. She further advised she has gone even further to make the funds have a project code attached so we can run a report to show all revenue and expenses the county does with those funds for full transparency. Tipton advised she also keeps a running spreadsheet of revenue and expense for these funds.

Tipton left at 9:53 am.

In the matter of
Road department updates:

Case advised they are looking at potentially purchasing a generator to keep the boilers going incase of power outage so the pipes do not freeze in the floor. Discussions were had on road department deciding to go with the Energreen Aspen mower next year after attending demonstrations of it and the Mower Max.

Case left at 10:29 am.

In the matter of
Citizen input:

Kojro advised commission he went through the tax freeze application and asked what exactly is going to be locked in place. Commission advised they can only control the county portion not the school's portion.

In the matter of
Review of minutes:

Commission reviewed and approved minutes from the 12/4 commission meeting.

Tipton reentered at 10:42 am.
Kojros left at 10:42 am.

In the matter of
County Guidebook question:

Tipton advised she needs some clarification on the employee's private insurance on vehicles and the section that advises about drug and alcohol testing. Discussions were had on maybe changing it down to not required by minor fender benders.

Davis entered at 10:47 am.

Davis advised you do not want to change the way it is written for liability reasons. She further advised you need to have these tests in place to CYA in case the other party involved files suit for a settlement.

Tipton advised she feels that it is going to cost a lot of money to have this done and she is not sure who will be managing this. Commissioner Stites advised it would be costly to the tax payers if we tested every single person on every accident no matter what the severity of the accident.

Davis advised what we do for one we do for all.

Commissioner Stites advised to just take it out of the guidebook due to the added costs associated since Captain Hope already advised he would offer a BAC test upon the commissions request for an accident involving an on-duty county employee.

Commissioner Hicks advised he would not take it out completely but we should revise how it is written.

Johnson advised why don't we word that to read "Post-Accident testing shall be required for employees on County business in a County vehicle or personal vehicle, upon the request of the responding law enforcement officer only." Commission agreed to that language and made the edits to the guidebook.

Support Services Sissy Shults entered at 11:44 am.

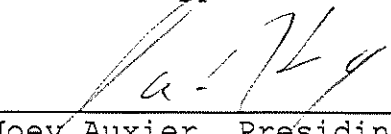
In the matter of
Extension Council office:

Shults provided the blue print of the current extension council space. Discussions were had on cutting down that space to provide more room to the Prosecutors office since they are growing with the inflation of citizens, homes and crimes.


Shults left at 11:50 am.

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

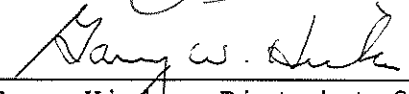
Read and Approved:



Joey Auxier, Presiding Commissioner



Sherry Stites, District 1 Commissioner



Gary Hicks, District 2 Commissioner

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Phelps County Commission Record

December 11, 2025 Nineteenth Day of the October Term

Now at this 11th day of December, 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 Patrick Flesch and Alex Schroeder with MODOT.

In the matter of
Day after Christmas executive order:

County Clerk provided commission with Executive Order #25-35 from the Governor's office. Discussions were had on the number of holidays the county and state have. Commissioner Hicks advised he will not provide an additional day off for county employees utilizing tax payers' funds. It was decided that if office holders wanted to close their offices, which they have the right to do, then they will have to make employees utilize time they have accrued.

In the matter of
MODOT Rail crossing discussions:

Schroeder advised to create a safe crossing we would need to put in the lights and crossing arms, however, if the county wants to just close the crossing they would be in favor of that. Discussions were had on the funding going to the county to close the crossing on the CR 3640 side and MODOT would take care of the closing on the route KK side. Commissioner Auxier advised he does not want to see this closed however if it does get closed he wants the county to be given \$500,000 by MODOT in order to close it.

Josh Vroman with Representative Don Mayhew's office entered at 9:32 am.

Discussions were had once the proposal is received from MODOT then a public meeting will be held at Rosati to put it to a vote of the people. Vroman asked MODOT if there are any required designations laid out with the use of these funds.

Schroeder and Flesch left at 9:55 am.
Support Services Sissy Shults entered at 9:57 am.

In the matter of
Support Services contracts:

Shults presents commission with a contract with IFS that will find ways to save the county money.
Shults presents commission with a contract for Alliance to perform IT services switching our website over to a .gov domain. Commissioner Hicks moved to approve both contracts, Commissioner Stites seconded, motion carried.

Shults left at 10:03 am.

In the matter of
State Funding for Law Enforcement:

County Clerk Johnson asked Vroman if there are any discussion of the state providing funds to local law enforcement agencies. She further explained over spending, inflation and lack of funds is a problem across our state at county levels so if there is anything available it would be beneficial to the counties across the state. Vroman advised he has not heard of anything specific to law enforcement but he would ask Mr. Mayhew and Mr. Lewis if there are any possibilities. Vroman also advised commission the state's budget is on line for review. He walked commission through how to look at the proposed budget for FY 27.

Representative Don Mayhew entered at 10:19 am.

In the matter of
State news:

Mayhew advised he is working on a few proposed legislatures this year. He advised he is working on a property tax bill that would allow for cuts but would also make the state refund any lost revenue to the counties (bill #???). He is also working on a bill that would provide veterans a free deer tag every season. Discussions were had on the millions of excess funds in reserves at the conservation and how they need to be assisting projects through out the state with these excess funds. Further discussions were had on the excess funds that MODOT have in reserves year after year. The last 2 years MODOT ended with over 1 billion in reserves. Mayhew advised even the federal government did not provide a match program to extend I-70 to 6 lanes so that tells you they did not even see it as a necessity. Mayhew advised the first 15 mile stretch of the I-70 project is costing \$22,000,000 a mile.

Mayhew and Vroman left at 11:18 am.

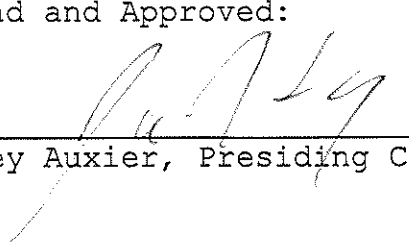
Stites left at 11:21 am for a prior arranged meeting.

In the matter of
Accounts Payable:


Commission reviewed and approved invoices in the amounts of \$180,909.77 for Sheriff Invoices, \$26,741.29 for UMB Bank November 2025 50% EATS Rolla Westside TIF, \$44,058.41 for M - Z and \$88,108.64 for A - L.

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

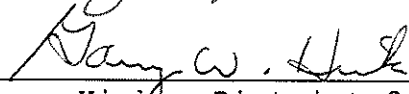
Read and Approved:



Joey Auxier, Presiding Commissioner



Sherry Stites, District 1 Commissioner



Gary Hicks, District 2 Commissioner

Phelps County Commission Record
December 16, 2025 Twentieth Day of the October Term

Now at this 16th day of December, 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 Prosecutor Taylor Banholzer, Road Department Superintendent Mark Case and Admin Assistant Michelle Bock.

In the matter of
CAT Grader Lease:

Bock presents commission and Banholzer with a lease for 2 CAT graders for the Road Department. Both 2025 Graders are on a 7 year lease for \$100,480.30 annually. Commissioner Stites moved to approve the contract, Commissioner Hicks seconded, motion carried.

Local resident Chester Kojro entered at 9:32 am.

In the matter of
Title for 2026 Dump Truck:

Bock presented Presiding Commissioner Auxier with the title for the new 2026 Dump truck to be signed.

In the matter of
County Clerk Budget Amendment:

County Clerk provided commission with the below budget amendment along with explanation of why these 2 amendments are needed.

County Clerk fund 200-2001 budget amendments for 2025 budget

I write to request 2 lines in my GR budget to be amended as follows:

- 1) G/L 200-2001-500-5001 Overtime/Vacation/Holiday Pay line had unexpected expenses related to 2 employees leaving to better their careers, 1 employee separate employment to start retirement benefits and from 1 full time position being dissolved to save tax payer funds. These 4 individuals had a combined payout of accrued time totaling \$7,122.36 which but my line over on projected expenses. I request moving this line from \$2,000 to \$9,500.
- 2) G/L 200-2001-502-5217 Computer Soft/Internet/Licenses line had unexpected expenses due to implementing a new payroll system. As you will remember mid-year, I advised I may have to amend this line due to discovering the ADP and NW systems would not work together as anticipated. However, I wanted to wait until closer to the year end to see if an amendment was necessary which it is. I request moving this line from \$51,000 to \$108,000.

Respectfully,
Laura Johnson- County Clerk

Commissioner Hicks moved to approve the 2 amendments,
Commissioner Stites seconded, motion carried.

Bock and Case left at 9:53 am.
Assessor Tim Kean entered at 9:54 am.

In the matter of
Review of Commission Minutes:

Commission reviewed and approved minutes from the 12/11
commission meeting.

In the matter of
GIS Maintenance Contract:

Kean presents commission with the annual contract for the SAM
(surveying & Mapping LLC) GIS mapping that is required for the
assessor to properly do his job. Discussions were had on what
the needs are for the county. Commissioner Stites moved to
accept the contract, Commissioner Hicks seconded, motion
carried.

Kean left at 10:10 am.

In the matter of
County Commission Budget Amendment:

Discussions were had on needing to amend the Program expense
line from \$13,000 to \$87,000 due to an unexpected project.
Discussions were had on amending the legal ads and publications
line from \$2,500 to \$5,500 due to the Financial statement
costing a lot more than budgeted. Commissioner Hicks moved to
approve the amendments, Commissioner Stites seconded, motion
carried.

Local resident Randy Furse entered at 10:17 am followed by HR
Director Elizabeth Davis.

In the matter of
Day after Christmas leave:

Commissioner Hicks asked Davis how she plans to make sure any
office holder giving their employees the day off on Friday
December 26th will be tracked to make sure those employees are
utilizing banked time. Davis advised she plans to review time
sheets for each department on that day and if she sees any
discrepancies she will advise the office holder that the
employees must use their banked time if they are not working.
Davis further advised if she receives any kick back from the
office holders she will advise them to see commission to discuss
as this was their order.

Davis left at 10:23 am followed by Kojro at 10:26 am.
Jail Administrator Sonya White entered at 10:31 am.
Furse left at 10:32 am.

In the matter of
Amended Food Services Contract:

White provided commission with the amended contract for Food
Services at the Jail. She also provided commission with the
email conversation showing the portions of the contract that

were removed per commissions request. Commissioner Hicks moved to approve the amended food services contract with Summit, Commissioner Stites seconded, motion carried.

In the matter of
Jail updates:

Commission asked White how the staffing was at the jail. White advised we are low but we are still at the minimum for the Federal contract requirements. She further advised when she came in the correction officers were doing way more than they should have been so she has started using the Trustees and Door? to do the brunt of the cleaning, stocking and meals.

Davis presented commission with a list of current CO's and advised all that if the contract states 1 guard to 6 inmates then the jail is actually understaffed per the contract. Discussions were had on the previous leadership letting things run amuck and she is not going to do that. She advised she did get some push back at first as she was implementing changes for the better. White advised she is working on making the jail accredited so she can apply for grants and get the CO's body cams to help prevent lawsuits.

Jamie Meyers from Prevention Consultants entered at 10:47 am.

White advised she has a few people coming back that were great officers and she is happy to have them back. Davis advised she had just finalized the termination of one of the employees and was made aware that afternoon that the employee was rehired. White advised she was very happy to see some of these officers return as they were good officers and she will not have to train them due to them working here prior. Davis advise she disagreed as the one employee was a pot stirrer and she feels like this was a bad move. White advised she completely disagreed with that statement.

White and Davis left at 10:53 am.

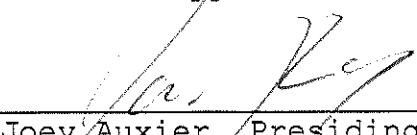
In the matter of
Opioid Settlement Board request:

Meyer provided commission with the current requests for the MU Extension Council request for Opioid funds. Discussions were had on the request of \$42,000. Commission advised they are not sure about approving this request as every leader they know in 4-H are volunteers they are not being paid. Commission asked Meyer what his opinion is on the matter and he advised his own children were involved in 4-H growing up and he feels like it is a good program. Meyer also advised the Opioid board grilled the extension council pretty hard and even had them come back for a second hearing before the board approved the current request. Commission questions why would we provide funds for this if there is already someone compiling all of it right now. Commissioner Stites advised she is not going to approve this request as she feels these funds can be better spent elsewhere in our community. Commission advised they will keep this under advisement and address it with Brandi Richardson on Thursday when she comes in.

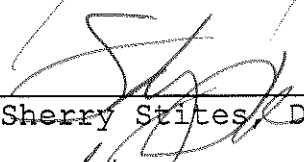
Meyer left at 11:08 am.

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

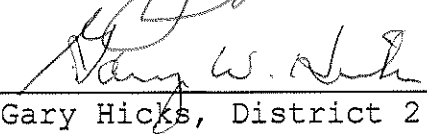
Read and Approved:



Joey Auxier, Presiding Commissioner



Sherry Stites, District 1 Commissioner



Gary Hicks, District 2 Commissioner

Phelps County Commission Record

December 18, 2025 Twenty-First Day of the October Term

Now at this 18th day of December, 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 Patty Reynolds and Brandi Richardson with the MU Extension Council.

In the matter of
Extension Council:

Richardson advised commission they are not here to ask for any funds but they are looking for direction on what the commission is looking for out of their office. Discussions were had on the council terminating the one full time position back on 12/2/25 and are currently only open by appointment only. Commission advised we are honestly needing the floor space as our county is growing and we are needing to hire more staff and more space for these offices to grow. Richardson asked commission if they would like her to explore other partnerships in the area to potentially share space with someone else. She advised they are looking towards the St James area but they are worried about the majority of their 4-H'ers are based in Rolla. Commissioner Auxier advised they should reach out someone at the old FSA building as that would be a perfect location. Richardson advised she is going to reach back out to MS&T to see if they are ready to provide an office space for them yet as she is hopeful that they will provide space. Commission advised Richardson to also reach out to Mike Woessner to see if he knows of any property available.

Richardson also asked commission if they had heard from Jamie Meyer yet about the approval of opioid funds to the extension council. Commission advised he was in Tuesday and that they have some questions. Commission advised the way this proposal was written it looks like they are looking for more funds. Richardson advised the total she asked the opioid committee for was for \$42,000 which would cover the costs of a salary, supplies, scholarships and seminars for local 4-H groups in the community. Richardson advised they are seeing these cuts across the state and are having more counties approve funding through the opioid funds instead of General Revenue. Stites advised she does not feel that these funds are going to be utilized in a way that is related to the opioid crisis. Richardson advised it will help partner with schools to teach programs that will detour them from taking the road to drug use. Stites advised she does not think this will honestly be beneficial as if a child is dealing with trauma they are more likely to disengage from activities. Richardson advised she has seen children in the past that are going through trauma and they are actually more involved in the programs due to wanting to get away from the things that are causing them issues. Richardson further advised these funds are not just for salary they are for these school

and after school programs and for scholarships to be able to send less fortunate children to a state or national competition. Commission thanked Richardson and advised she answered/ explained their questions related to the use of the funds. Richardson advised MU University will be the one responsible for hiring, benefits, background checks and oversight of the position that these funds would assist and they need to know when the funds are approved so they can advertise.

Richardson and Reynolds left at 9:45 am.

In the matter of
Opioid Settlement request:

Commission decided to revisit the request of \$42,000 to the extension council out of the opioid funds. Commission unanimously voted to deny the funds due to them not being directly related to opioid crisis.
Health Department Director Sonya Berry entered at 10:02 am.

In the matter of
Review of minutes:

Commission reviewed and approved minutes from the 12/16 commission meeting.

In the matter of
Health Department:

FEP contract, Commissioner Stites moved to approve the contract, Commissioner Hicks seconded, motion carried.
Discussions were had on the health department starting up quarterly meetings to help inform the employees of what is going on. The first scheduled quarterly meeting will take place January 30th from 12p-4:30 p. She further advised she is not aware of any bomb threat, weather, etc. procedures we have in place at the courthouse. Johnson advised when she was at the sheriff's department she used to conduct a monthly test over an intercom message that reviewed the 3 tier levels of emergencies that we had in place. She further advised since she has been elected as County Clerk those tests have not been conducted so she suggested Berry contact the bailiffs or the sheriff to get the procedural list of the 3 tier level emergencies and what she needs to do if they happen.

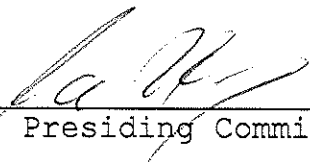
Berry left at 10:39 am.

In the matter of
Accounts Payable:

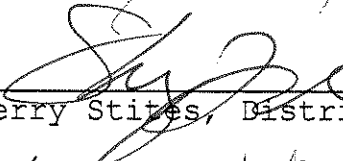
Commission reviewed and approved invoice in the amounts of \$73,580.49 for A - L and \$46,713.75 for M - Z.

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

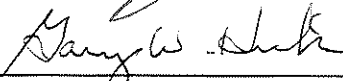
Read and Approved:



Joey Auxier, Presiding Commissioner



Sherry Stites, District 1 Commissioner



Gary Hicks, District 2 Commissioner

Phelps County Commission Record

December 23, 2025 Twenty-Second Day of the October Term

Now at this 23rd day of December, 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.

In the matter of
Rapid Financial Contract:

Tipton presented commission with the renewal contract for Rapid Financial Services that provide pay cards to petit jury members. Tipton explains the process to commission. She further advised in August the Missouri legislature increased the daily rate to .70 a day. Due to this change Rapid Financial has asked entities utilizing the pay cards can lock in the rate of .73 per card. Discussions were had on changing the terms from 3 years to 1 and have Prosecuting Attorney Taylor Banholzer to review before signing.

In the matter of
MOCA obligations of Opioid Funds:

Tipton advised MOCA has reached out to her to see if the commission would be willing to pay 25% (\$12,632.60) of the approved costs now so they can pay their drivers. Further discussions were had on MOCA being told to send an invoice monthly to obtain the remaining funds that were obligated to them once services have been provided. Commission advised once they send an invoice for the 25% they will take action on it.

In the matter of
Opioid Funds request from Sheriff:

Discussions were had on the request of opioid funds through Cardinal Medical (the jails new contract). Commission received an email requesting \$114,700 in opioid funds. Discussions were had on this being manipulative as the sheriff advised this company will save the county roughly \$300,000 but now they are asking for opioid funds from the county for an additional \$114,700. Further discussions were had on the proposal not stating what types of meds, why they are being treated and what the rest of the funds are going to cover. Discussions were had on the costs associated with opioid use and the costs associated to the tax payer when those addicts are incarcerated. Further discussions were had on the commission wanting to speak with Jamie Meyer and Sonya White about these numbers that were provided in the email as they feel these are not accurate. Ben Tipton with PCB entered at 9:53 am.

In the matter of
CART Fund reports:

Tipton presents commission with updated report on CART Funds. She advised we are up roughly 6% of what we budgeted for the year on Motor Fuel tax, down slightly on Motor Vehicle Sales Tax and Motor Vehicle Fees.

Local resident Ray Schweikhardt entered at 10:08 am.

In the matter of
County Collateral discussions:

Tipton advised right now the funds at the bank are secured with FDIC coverage. He further advised they are looking at moving to IntraFi which is a program that has been around for years. IntraFi is tied to FDI and is a multi-bank reciprocation system. Tipton advised by utilizing the current FDIC coverage they have to continually check the balance for the county funds to make sure it does not go over \$250,000 before they have to move money. He advised the IntraFi program does all the monitoring for you and it cuts down on the time dedicated to it. He further advised Green County and Cass County are currently utilizing the IntraFi program and love it especially during this time of year when counties are collecting taxes. Tipton advised Phelps is one of the few left that are still on the old FDIC coverage so this would bring the county up with the times and make it more efficient. Further discussions were had on moving the county to IntraFi by February 2026.

Representative Don Mayhew's assistant Josh Vroman entered at 10:31 am.

Tipton and Tipton left at 10:33 am followed by Vroman at 10:34 am.

In the matter of
Review of minutes:

Commission reviewed and approved minutes from the 12/18 commission meeting.

In the matter of
Citizen Input:

Schweikhardt asked how much control does the commission have over Phelps Health? Commission advised not very much, they only control them buying property and if they need a bond. Schweikhardt advised he has supported this hospital for decades and he is so disappointed with the care that he has received lately. He further advised the doctors and staff do not have any respect for the patients and he also feels like the staff needs to keep their internal complaints to themselves and not voice it

in front of patients. He further advised as a patient you have no rights in that hospital which is a huge problem.

In the matter of
Accounts Payable:

Commission reviewed and approved invoices in the amounts of \$14,575.78 for M - Z, \$161,153.81 for A - L, \$47,200.95 for Sheriff Invoices and \$6,159.29 for PR Great West & Nationwide.

Collector Faith Barnes entered at 10:48 am and left at 10:59 am.
Ray Schweikhardt left at 11:15 am.
HR Director Elizabeth Davis entered at 11:16 am followed by Admin Assistant Theresa Lasher at 11:18 am.

In the matter of
Employee Time cards:

Commission advised they were made aware of some disgruntled employees that advised their time cards are being changed by upper staff. Lasher advised she has been told she is not to make changes to any one's time sheet so she has nothing to do with that.

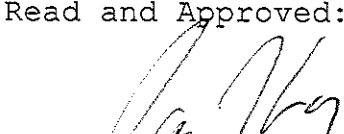
Lasher left at 11:46 am followed by Davis at 11:50 am.

In the matter of
Real Property Abatements:

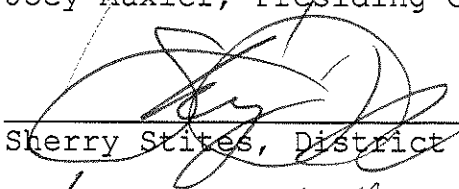
Commission reviewed and approved abatements for Parcel Numbers: 2025-6914, 2025-7161, 2025-6998 and 2025-7130.

Hearing no other business commission adjourned at 12:02 am.

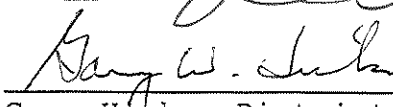
Read and Approved:



Joey Auxier, Presiding Commissioner



Sherry Stites, District 1 Commissioner



Gary Hicks, District 2 Commissioner

Phelps County Commission Record

December 30, 2025 Twenty-Third Day of the October Term

Now at this 30th day of December, 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. County Clerk was absent due to illness.

Also present were Former Crawford County Commissioner Danny Brown, Rob Pulliam from the Nature Conservancy, Road & Bridge Superintendent Mark Case and Supervisor Shawn Pearson.

In the Matter of
Low Water Crossing Designs:

Danny Brown works for Crawford County Commission and Rob Pulliam works for The Nature Conservatory and together they talked about the mission to conserve the lands and waters on which all life depends, remove barriers and allow the migration of wildlife and aquatic life. Presented a slide show of low water crossings in Crawford County that were completed eliminating pipes and creating openings which require less maintenance. Pulliam asked the commission for their top ten low water crossings with the requirements for help being water level year round, migration of aquatic life and how many miles will it open upstream. He also asked to tour the areas and consider working together on a low water crossing bridge.

Local Resident Sam Schmidt entered at 9:07 am followed by local resident Chester Kojro at 9:31 am.

Schmidt left at 9:50 am.

Health Department Director Sonya Berry entered at 10:08 am followed by The Focus reporter at 10:09 am.

Brown and Pulliam left at 10:18 am followed by Kojro at 10:22 am.

Case and Pearson left at 10:40 am.

In the Matter of
Health Department:

Berry presented an updated list of Fee's charged for clinical services. Only changes were STI Testing went from \$10 to \$20 and STI Treatment from Outside Referral Office Fee is \$10. Commissioner Hicks motioned to accept fees as presented. Commissioner Stites seconded.

Berry left at 10:50 am.

In the Matter of
Accounts Payable:

Commission reviewed and approved invoices in the amount of \$5,867.73 for Great-West & Nationwide, \$930.00 for General Invoices A-L and \$30,965.12 for General Invoices M-Z.

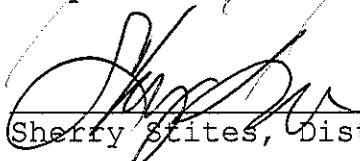
The Focus Reported left at 11:35 am.

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