

# PHELPS COUNTY COMMISSION RECORD

February 2, 2017 Ninth day of the January term

Now at this the 2nd day of February 2017 the Commission met pursuant to adjournment and a quorum was present of the following members:

Randy Verkamp, Presiding Commissioner  
Larry Stratman, Commissioner District 1  
Gary W. Hicks, Commissioner District 2  
Pamela K. Grow, Phelps County Clerk

IN THE MATTER OF  
ROAD 4110:

Local resident Bill McComb came to thank the County for woodcutting along his road.

IN THE MATTER OF  
NORTHWYE:

Darin Pryor, P.E., of the City of Rolla communicated regarding several aspects of the Northwye Outer Road project. Missouri Department of Economic Development (DED) had wondered why the high bidder for gravel was chosen; this was because they were more economical once hauling expenses were included. A letter to Mo DED will be written. Bidding the asphalt for the road was discussed. An invoice from Bloomsdale Excavating was approved for payment on a motion by Commissioner Hicks, seconded by Commissioner Stratman.

IN THE MATTER OF  
HEALTH DEPARTMENT:

Phelps/Maries Health Department Director Michelle Steinkamp came to discuss a case of mumps at Missouri S&T; hundreds have been reported at the main campus in Columbia since the start of school last fall. Prevention via immunization, and its cost, was discussed.

IN THE MATTER OF  
DEVELOPMENTALLY DISABLED BOARD:

On a motion by Commissioner Stratman, seconded by Commissioner Hicks, Matt Duncan was approved for appointment to the Phelps County Board for the Developmentally Disabled, a vacancy having been created by the relocation of member David Duncan.

IN THE MATTER OF  
MRPC BOARD:

After discussion, the Commissioners planned to recommend Shane Anselm of St. James as the labor union representative to the MRPC Board.

IN THE MATTER OF  
EMERGENCY MANAGEMENT DIRECTOR:

Corporal Mike Kirn of the PCSD was offered, and accepted, the position of Emergency Management Director. He will be paid the contract pay, county share only, until and unless the federal grant is approved. In the latter case, he will receive matching pay.

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IN THE MATTER OF  
SENIOR COMPANIONS:

Senior Companions Director Jan Boatright presented her semi-annual federal financial report for the period ending 12/31/2016. This was approved on a motion by Commissioner Hicks, seconded by Commissioner Stratman.


IN THE MATTER OF  
ROAD EQUIPMENT:

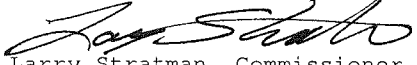
Superintendent of Roads Walter Snelson and Michelle Bock of the Road Department presented information about the National Joint Powers Alliance, a municipal national contracting agency which provides strategies enabling government, education, and non-profit agencies to access their nationally leveraged and competitively solicited purchasing contracts. The Road Department has plans to replace multiple dump trucks this year.

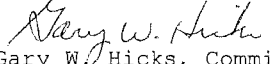
IN THE MATTER OF  
ACCOUNTS PAYABLE:

The Commission reviewed and approved payment of 184 invoices in the amount of \$211,046.52.

READ AND APPROVED:

  
Randy Verkamp, Presiding Commissioner

  
Larry Stratman, Commissioner District 1

  
Gary W. Hicks, Commissioner District 2

# PHELPS COUNTY COMMISSION RECORD

February 7, 2017 Tenth day of the January term

Now at this the 7th day of February 2017 the Commission met pursuant to adjournment and a quorum was present of the following members:

Randy Verkamp, Presiding Commissioner  
Larry Stratman, Commissioner District 1  
Gary W. Hicks, Commissioner District 2  
Pamela K. Grow, Phelps County Clerk

IN THE MATTER OF  
NORTHWEY OUTER ROAD:

Darin Pryor, P.E., of the City of Rolla came to review the explanation requested by MO DED of the bid award for aggregate. A letter was composed to the DED. Bids in general were discussed.

IN THE MATTER OF  
PHELPS COUNTY/ROLLA CITY  
COOPERATION:

Pryor reported that Rolla City was interested in having Phelps County labor to chip and seal roads, using the county's chip spreading equipment, in exchange for Phelps County purchasing reflective striping paint and the labor to apply it.

IN THE MATTER OF  
ROAD EQUIPMENT:

The Commission reviewed the contract for the purchase of seven new dump trucks. Five 2018 International 7500 SFA 6x4 and two 2018 International 7500 SFA 6x4 trucks came to a total of \$629,050.00 for all cabs and chassis. Additional equipment brought the grand total to \$907,834.00. Trade-in of two International, three 2011 International, and two 2013 International trucks yielded a trade-in value of \$260,811.00. The final difference after trades was \$647,023.00. On a motion by Commissioner Stratman, seconded by Commissioner Hicks, this was approved.

IN THE MATTER OF  
ROAD 7530:

A discussion was held regarding the appeal of the FEMA denial of repair costs for this road. Essentially the claim had been made that the County improved the road by widening it, when the driving surface remained the same. The shoulder of this road on a very steep hill was clearly going to undergo repeated subsidence, unless significant measures were taken to augment the base of the hillside. The original project worksheet (PW) was written for the amount of \$25,795.80 and revised to \$10,422.90; actual cost for the scope of work from the original PW was \$25,609.33. The road department will request that FEMA send a site inspector to the area.

IN THE MATTER OF  
SALE OF ROAD EQUIPMENT:

The following solicitation for bid was approved:

## PHELPS COUNTY COMMISSION RECORD

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### SALE OF ROAD EQUIPMENT, Continued:

Phelps County is currently seeking bids on the sale of a 2009 Cat 430E Backhoe. For further information, contact Walter Snelson, Road Superintendent at 573-426-3864. Sealed bids will be accepted in the Phelps County Clerk's Office, 200 N. Main St. Ste 102, Rolla, MO 65401 until 9:00 a.m. on Tuesday, February 28, 2017 at which time they will be opened. Phelps County reserves the right to reject any or all bids.

Done by the order of the Phelps County Commission, this 7<sup>th</sup> day of February, 2017.

s/s Pamela K. Grow, Phelps County Clerk

PUBLISH: Rolla Daily News - Tuesday, February 14, 2017

### IN THE MATTER OF DOCUMENT DESTRUCTION:

On a motion by Commissioner Hicks, seconded by Commissioner Stratman, 93 boxes of documents beyond the statutory 22 months' retention were approved for destruction. The itemized list of documents included February 7, 2012 Presidential Preference Primary Election unvoted Republican ballots; August 7, 2012 Primary Election voted ballots boxes #1 and #2; and many documents from the November 6, 2012 General Election. Those included voted ballots from Dawson/St. James & Dillon North (1 of 2); Rolla Wards 1 and 5 & Dillon North (2 of 2); Cold Springs West and Rolla Ward 2; Rolla Outside South and Rolla Ward 3; Rolla Wards 4 & 6; Dillon Central and Dillon South; Rolla Outside North/Miller East & West; Meramec /St. James and Doolittle including spoiled and write-in; Absentee boxes (2). Additionally included from November 6, 2012 were voided ballots, all absentee ballot request forms, voted and unvoted provisional ballots all wards, absentee envelopes, precinct books all polling places, write-in tally sheets all wards, red and blue official election seals, all DRE tapes, voted/spoiled/write-in from Jerome, Newburg/Liberty, Edgar Springs, and Cold Springs East polling places. The clerk plans to burn these materials at the Road Department burn area, supervised by a deputy.

### IN THE MATTER OF PCSD TRAFFIC GRANTS:

Corporal Mike Kirn presented grant agreements for the DWI Enforcement and Hazardous Moving grants, which were approved on a motion by Commissioner Stratman, seconded by Commissioner Hicks.

### IN THE MATTER OF EMERGENCY MANAGEMENT DIRECTOR:

Kirn also presented the Emergency Management Planning Grant memorandum of understanding between the County and himself as EMD. This was approved on a motion by Commissioner Stratman, seconded by Commissioner Hicks.

### IN THE MATTER OF COST-OF-LIVING-ADJUSTMENTS:

**PHELPS COUNTY COMMISSION RECORD**

February 7, 2017 Tenth day of the January term

COLA, Continued:

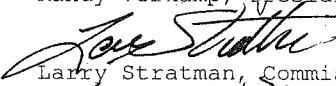
On a motion by Commissioner Hicks, seconded by Commissioner Stratman, salary increases for all employees were approved.

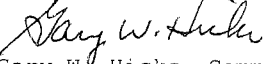
IN THE MATTER OF  
ACCOUNTS PAYABLE:

The Commission reviewed and approved accounts payable of three invoices in the amount of \$153,596.95. This included the GBS employee medical premium of \$98,063.38.

READ AND APPROVED:

  
Randy Verkamp, Residing Commissioner

  
Larry Stratman, Commissioner District 1

  
Gary W. Hicks, Commissioner District 2

**PHELPS COUNTY COMMISSION RECORD**

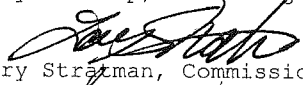
February 9, 2017 Eleventh day of the January term

On this the 9<sup>th</sup> day of February, 2017 the Commission did not meet due to their attendance at required annual training.

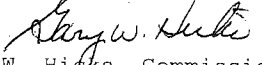
READ AND APPROVED:



Randy Verkamp, Presiding Commissioner



Larry Stratman, Commissioner District 1



Gary W. Hicks, Commissioner District 2

# PHELPS COUNTY COMMISSION RECORD

February 14, 2017 Twelfth day of the January term

Now at this the 14th day of February 2017 the Commission met pursuant to adjournment and a quorum was present of the following members:

Randy Verkamp, Presiding Commissioner  
Larry Stratman, Commissioner District 1  
Gary W. Hicks, Commissioner District 2  
Pamela K. Grow, Phelps County Clerk

## IN THE MATTER OF PREVAILING WAGE:

John Buckner of the Rolla Daily News and Prosecuting Attorney Brendon Fox attended the meeting. An affidavit of prevailing wage compliance was signed by Presiding Commissioner Verkamp after a motion by Commissioner Hicks, seconded by Commissioner Stratman. This will be forwarded to Darin Pryor, P.E. at the Rolla City Department of Public Works and Gary O'Day at MRPC.

## IN THE MATTER OF TRANSPORTATION DEVELOPMENT DISTRICT:

Commissioner Hicks provided some details of a discussion he had with Rolla mayor Lou Magdits regarding the eastbound exit ramp off Interstate 44 at the 184 mile marker.

## IN THE MATTER OF EMERGENCY MANAGEMENT:

EMD Mike Kirn presented the proposal to make the City of Rolla's Dispatch Center as the Emergency Operations Center (EOC); this was approved as moved by Commissioner Stratman, seconded by Commissioner Hicks.

## IN THE MATTER OF PCSD VEHICLES:

Sheriff Rick Lisenbe notified the Commission he intends to replace two transport vans with between 170,000 and 180,000 miles each. These will be under state bids.

## IN THE MATTER OF FUEL BID OPENING:

As scheduled, fuel bids for the Road and Bridge Department were opened at 10:00 a.m. Superintendent of Roads Walter Snelson was present. Bids were received from the following:

Gier Fuel Company d/b/a Eaglestop	\$0.02 off posted, gas \$0.04 off posted, diesel
MotoMart, Belleville, IL	\$0.06 off posted Free carwash with fill-up
MFA Oil, Rolla, MO	\$0.05 off posted, 91 octane \$0.05 off posted, 87 octane \$0.05 off #2 clear diesel \$0.05 off #2 dyed diesel

# PHELPS COUNTY COMMISSION RECORD

February 14, 2017 Twelfth day of the January term

FUEL BID OPENING, Continued:

MFA also will add a water-dispersing agent to the fuel, worth \$0.03/gallon, at no charge. On a motion by Commissioner Hicks, seconded by Commissioner Stratman, the MFA and Eaglestop bids were accepted.

IN THE MATTER OF  
ROLLA WEST TIF:

Local resident Gary Heavin visited with the Commission about progress and the exercise of power.

IN THE MATTER OF  
LIQUID PROPANE BID OPENING:

As scheduled, LP Gas bids for the Courthouse, Road Department, and Sheriff's Department were opened at 10:30 a.m. Bids were received from the following:

Ferrell Gas, St. Peters, MO	\$1.244 per gallon
Peterson Oil Co., Sullivan, MO	\$1.29 per gallon
MFA Oil, Rolla, MO	\$1.399 per gallon

Snelson said that Mo DOT was paying \$0.84 per gallon on a July-June bid, and suggested the county investigate participating in this bid, though advance planning will be required. Propane bidding processes were discussed. The LP was last bid with opening and awarding to the sole bidder, Ferrell Gas, on October 22, 2015. This bid was for a 9-month term at the price of \$1.049 per gallon. Ferrell Gas continued filling tanks at all three Phelps County locations, without a request, after the completion of the 9 month interval, and began charging more than the bid price sometime in the fall of 2016. Prices per gallon charged ranged from \$1.569 to as high as \$1.899. The LP bids were taken under advisement.


IN THE MATTER OF  
ROADS 3410 AND 3330:

An area for turnaround on the east end of a segment of County Road 3330, vacated by Commission action July 2, 2009 contingent upon sufficient land being deeded to the county for cul-de-sacs on each end, was discussed.

IN THE MATTER OF  
PAYROLL:

Payroll for 2/15/2017, in the amount of \$161,357.31 (net salaries), \$56,574.86 (federal withholding), and \$7,342.50 (state withholding) was reviewed and approved by the Commission.

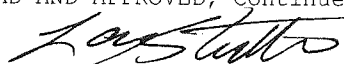
READ AND APPROVED:

  
Randy Verkamp, Presiding Commissioner

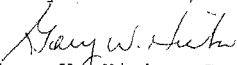


**PHELPS COUNTY COMMISSION RECORD**  
February 14, 2017 Twelfth day of the January term

READ AND APPROVED, Continued:



Larry Stratman, Commissioner District 1



Gary W. Hicks, Commissioner District 2

**PHELPS COUNTY COMMISSION RECORD**  
February 16, 2017 Thirteenth day of the January term

Now at this the 16th day of February 2017 the Commission met pursuant to adjournment and a quorum was present of the following members:

Randy Verkamp, Presiding Commissioner  
Larry Stratman, Commissioner District 1  
Gary W. Hicks, Commissioner District 2  
Pamela K. Grow, Phelps County Clerk

IN THE MATTER OF  
2017 SALARY COMMISSION:

The 2017 Salary Commission will meet on 2/23/17 at 8:30 a.m.

IN THE MATTER OF  
LIQUID PROPANE BIDS:

Walter Snelson spoke with the Commission about optimal timing for LP bidding, likely July or August. The County may be able to save on propane if a large truck can deliver all three county sites on one trip, with the Jail administrator initiating a delivery since the Jail is by far the largest user of propane. Presiding Commissioner Verkamp telephoned Ferrel Gas during the meeting and asked that the high charges after the end of the previous contract be reviewed. On a motion by Commissioner Stratman, seconded by Commissioner Hicks, the bids were rejected.

IN THE MATTER OF  
ROAD 7530:

A letter protesting the reduced reimbursement from FEMA for the repairs to this road had been drafted. On a motion by Commissioner Stratman, seconded by Commissioner Hicks, this letter was approved, signed by the Commissioners and Snelson, and made available to Karen Cassmeyer at SEMA.

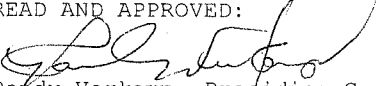
IN THE MATTER OF  
ROLLA WEST REDEVELOPMENT  
AGREEMENT:

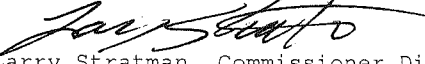
Carol Daniels, Rolla City Clerk, brought copies of the Redevelopment Agreement, approved on a motion by Commissioner Hicks, seconded by Commissioner Stratman.


IN THE MATTER OF  
COURTHOUSE HVAC:

Director of Support Services Mark Brookshire gave an update.

READ AND APPROVED:

  
Randy Verkamp, Presiding Commissioner

  
Larry Stratman, Commissioner District 1

  
Gary W. Hicks, Commissioner District 2

# PHELPS COUNTY COMMISSION RECORD

February 21, 2017 Fourteenth day of the January term

Now at this the 21st day of February 2017 the Commission met pursuant to adjournment and a quorum was present of the following members:

Randy Verkamp, Presiding Commissioner  
Larry Stratman, Commissioner District 1  
Gary W. Hicks, Commissioner District 2  
Pamela K. Grow, Phelps County Clerk

## IN THE MATTER OF CERF SAVINGS:

Robert Eastburn from Empower Retirement, the CERF Savings Plan, came to discuss the aspects of the plan which he felt needed more emphasis to county employees. County employees have access to four components of retirement savings: the LAGERS pension, the CERF pension, CERF savings 457 (voluntary contributions), and CERF savings 401A (the match account.) Empower has the flexibility of some self-direction, though the IRS dictates that at 70.5 years some of the funds must be withdrawn if the individual has left employment. It is taxable the year it is withdrawn; the matching amount is taxed on withdrawal; that is, contributions are pre-tax. The minimum amount required for participation is \$10 per pay period. The match percentage, 50% for the last 11 years and currently up to 6% of gross salary, is voted on yearly. He believes the Phelps County participation is about 20% of employees on the voluntary side. He also discussed the catch-up rule, managed accounts, fees, penalties.

## IN THE MATTER OF SALARY COMMISSION:

Collector Davis Haas discussed the upcoming salary commission meeting briefly.

## IN THE MATTER OF COUNTY PROPERTY:

Disposal of property at the southwest corner of the County Road 1080 and County Road 1050 intersection was discussed.

## IN THE MATTER OF ACCOUNTS PAYABLE:

Accounts payable of 7 invoices in the amount of \$1,490.37, including the Tough on Trash phone bill, was approved on a motion by Commissioner Hicks, seconded by Commissioner Stratman.

## IN THE MATTER OF ROAD 1023:

Local resident Noah Wills came to request a "No Outlet" sign for this road.

## IN THE MATTER OF EQUITABLE SHARING AND THE SHERIFF:

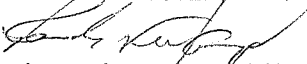
Phelps County Sheriff Rick Lisenbe reported that the Equitable Sharing Agreement and Certification form was received by the

**PHELPS COUNTY COMMISSION RECORD**  
February 21, 2017 Fourteenth day of the January term

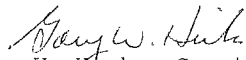
EQUITABLE SHARING, Continued:

U.S. Department of Justice and that Phelps County was found to be in compliance. The beginning 2016 balance for the Sheriff's Drug Enforcement Fund was \$3,032,541.38; receipts were \$638,693.76 (representing \$608,911.35 in equitable sharing funds, \$18,381.41 in other income, and \$11,401.00 in interest income); expenditure total was \$777,280.07, leaving a fund balance of \$2,893,955.07.

READ AND APPROVED:

  
Randy Verkamp, Presiding Commissioner

  
Larry Stratman, Commissioner District 1

  
Gary W. Hicks, Commissioner District 2

# PHELPS COUNTY COMMISSION RECORD

February 28, 2017 Sixteenth day of the January term

Now at this the 28th day of February 2017 the Commission met pursuant to adjournment and a quorum was present of the following members:

Randy Verkamp, Presiding Commissioner  
Larry Stratman, Commissioner District 1  
Gary W. Hicks, Commissioner District 2  
Pamela K. Grow, Phelps County Clerk

## IN THE MATTER OF SALE OF ROAD EQUIPMENT:

The bids were opened as scheduled for the 2009 CAT 403E backhoe at 9:00 a.m. Steve Horstmann with Fabick Caterpillar was present. Hayden Mechanical of Springfield bid \$38,000.00; Fabick bid \$36,500.00. On a motion by Commissioner Hicks, seconded by Commissioner Stratman, the bid was awarded to Hayden for \$38,000.00.

## IN THE MATTER OF BIDS ON CULVERTS:

The bid on culverts was awarded to Metal Culverts, Inc. of Jefferson City on a motion by Commissioner Hicks, seconded by Commissioner Stratman.

## IN THE MATTER OF EXCAVATOR LEASE:

The lease on the 308E2 CRSB Hydraulic mini excavator with Fabick Caterpillar will cost the county \$21,375.00 annually for two years.

## IN THE MATTER OF LP GAS BIDS:

The recent LP gas bids were discussed, as were the negotiations between the county and Ferrellgas regarding their adoption of a keep-full delivery service while increasing the per gallon price far in excess of the last bid awarded. Commissioner Stratman moved, and Commissioner Hicks seconded, to give Presiding Commissioner Verkamp the latitude needed to arbitrate with Ferrellgas and come to an agreement advantageous to the county.

## IN THE MATTER OF BIDS ON ROCK AND GRAVEL:

On the recommendation of Superintendent of Roads Walter Snelson, the rock and gravel bids were awarded jointly to Willard, Melrose, Capital, and Crawford Companies; 3/8" brown rock was awarded to Smith Gravel on a motion by Commissioner Hicks, seconded by Commissioner Stratman.

## IN THE MATTER OF PHELPS/MARIES HEALTH DEPARTMENT DIRECTOR:

On a motion by Commissioner Stratman, seconded by Commissioner Hicks, Michelle Steinkamp was appointed Health Department

Director pursuant to RSMo 205.100 and the oath was administered by the clerk.

IN THE MATTER OF  
HEALTH DEPARTMENT  
FOOD SERVICE INSPECTIONS:

Steinkamp discussed some variables impacting the charges levied for inspection. She also discussed some broader issues with funding the Health Department. Presiding Commissioner Verkamp encouraged working with the Prosecuting Attorney.

IN THE MATTER OF  
CORNER REMONUMENTATION:

A local resident having brought the issue to the attention of the Commission, remonumentation of a damaged corner in the center of Section 34, Township 37 N, Range 6 W was approved on a motion by Commissioner Stratman, seconded by Commissioner Hicks.

IN THE MATTER OF  
JUVENILE TRANSPORT:

An invoice was presented for a supplemental premium on the personal automobile of a transporter who was also being paid mileage. The Commission determined that the Juvenile Division's car should be used for weekend juvenile transports. Chief Juvenile Officer Helms will investigate with the MSHP whether or not his transporters need a chauffeur's license.

IN THE MATTER OF  
ACCOUNTS PAYABLE:

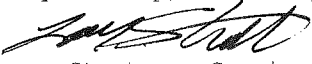
Invoices for juror pay (331 jurors) for \$3,771.27; one for \$21,375.00 for Caterpillar Financial on the excavator lease; 13 for \$57,047.10 for payroll deductions and garnishments; 72 for \$30,309.49 for the remainder of accounts payable were reviewed and approved by the Commission.

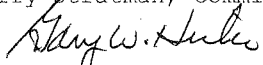
IN THE MATTER OF  
CART FUNDS:

Treasurer Carol Green reported the February gas tax as \$56,633.34, motor vehicle tax as \$14,783.62, and motor vehicle fees of \$7,839.57. This is just over 9% of what was budgeted for the entire 2017 year.

READ AND APPROVED:

  
Randy Verkamp, Presiding Commissioner

  
Larry Stratman, Commissioner District 1

  
Gary W. Hicks, Commissioner District 2