

Phelps County Commission Record

July 1, 2025 First Day of the July Term

Now at this 1st day of July, Commission met pursuant to adjournment and a quorum was present of the following members:

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

Also present were local residents Arlie Appler, James and Brenda Wagoner.

In the matter of
Road Vacation-Alleyway in Jerome:

As scheduled commission heard the final hearing on vacating the alleyway located in Jerome, MO. See below:

Now at this the 1st day of July, 2025, the County Commission of Phelps County, Missouri, proceeded to hear a Petition to Vacate an alleyway in Arlington Township. Petitioners appear by petition.

The Commission finds as follows:

1. That the Petitions seek an order of the Commission vacating an alleyway located in the 28th block off 5th Street located in Section 13 Township 37 Range 10. This portion of the road lies entirely within Arlington Township.
2. That the Petition herein was filed and posted in not less than three public places in such township for the time period required by law and that the petition was personally served on all persons residing in the township whose lands are crossed or touched by the road proposed to be vacated.
3. That there is no remonstrance in writing signed by twelve residents of the township to the proposed road vacation.
4. That the aforesaid section of road is useless, serves no public utility, and the repair and maintenance of the road is an unreasonable burden upon the county.
5. That the petitioners are the only property owners who use the portion of the Phelps County alleyway off 5th street proposed to be vacated. The petitioners request that the proposed vacation of said road be examined and approved by the Phelps County Highway Engineer.
6. WHEREFORE, it is hereby ORDERED, ADJUDGED AND DECREED that that part of 5th street alleyway that is located in Section 13, Township 37, Range 10 is hereby vacated.

PHELPS COUNTY COMMISSION

Joey Auxier, Presiding Commissioner

Sherry Stites, Commissioner District 1

Gary W. Hicks, Commissioner District 2

ATTEST:

Laura Johnson, Phelps County Clerk

Commissioner Stites moved to vacate the alleyway, Commissioner Auxier seconded, motion carried.

Mr. and Mrs. Wagoner left at 9:12 am.

In the matter of

Vineyard Drive Storm water drainage:

Appler advised commission of ongoing storm water drainage flooding. He advised that ever since the fiber optic companies came out they tore up the ditches and excavated some trees and then left all the tree debris in the ditches. He further advised that debris has been washed down the ditch line and clogged it up creating pooling water over the roads. Appler further advised when the county came out and cleared the ditch lines for maintenance he feels that created more issues instead of rectifying it. Discussions were had on the potential of installing another culvert to try and assist the storm water drainage more efficiently to prevent flooding moving forward. Appler advised he would be very appreciative if commission would keep him informed of the progress.

Local residents Tom and Debbie Pasley entered at 9:25 am.

Appler left at 9:26 am.

Local resident Chester Kojro entered at 9:33 am followed by Public Administrator Dana Sooter at 9:35 am.

Mr. and Mrs. Pasley left at 9:36 am.

In the matter of
MRPC CDBG Contract for CASA:

Commission reviewed the CDBG contract for CASA that was provided by MRPC. Commissioner Stites moved to approve the contract as written, Commissioner Auxier seconded, motion carried.

Sooter left at 9:50 am.

In the matter of
Accounts Payable:

Commission reviewed and approved invoices in the amounts of \$4,089.76 for Liberty National, \$3,913.47 ADP Multi vendors and \$19,158.67 for July contract pay.

Assessor Tim Kean entered at 10:00 am.

In the matter of
Floodplain development permit:

Commission reviewed floodplain development permit #06-30-2025-01 for property owned by John Smith located in Jerome. Commissioner Stites moved to approve the application, Commissioner Auxier seconded, motion carried.

Recorder Robin Kordes entered at 10:10 am.

In the matter of
Document Destruction:

Kordes provided a document destruction form for files that have met retention policy. Commission approved and signed the form.

Kordes left at 10:12 am.

In the matter of
Assessor updates:

Kean advised commission that he has been fielding calls for property owners that received the assessment increase notices. Residential is up 13% from last year and overall numbers are up 10% from last year.

Kean left at 10:20 am.

Kojro left at 10:27 am.

BPJ representative Tonya Greven and HR Director Elizabeth Davis entered at 10:54 am.

In the matter of
Closed Session:

Commissioner Stites moved to go into closed session pursuant to RSMo 610.021(13), Commissioner Auxier seconded, motion carried and moved to closed session at 11:07 am.

Commissioner Stites moved to return to open session, Commissioner Auxier seconded, motion carried and moved to open session at 12:08 pm.

Lasher and Greven left at 12:12 pm.

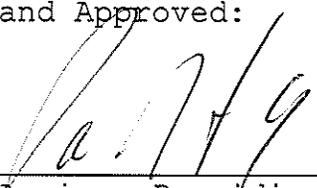
Senior Companions Director Yvonne S. entered at 12:12 pm.

In the matter of
Senior Companions:

Yvonne advised she has put in for a 3-month extension of the year end closeout to cover costs associated with her grant funding that she just received the approval for. Stites advised are you going to have a date that the new salary will be effective. Commission asked Yvonne to provide documentation advising of when the raise will be effective so they know when to make it effective moving forward. Yvonne advised she should have her funding for the new fiscal year by 9/30/25.

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

Read and Approved:



Joey Auxier, Presiding Commissioner



Sherry Stites, District 1 Commissioner

Gary Hicks, District 2 Commissioner

Phelps County Commission Record

July 3, 2025 Second Day of the July Term

Now at this 3rd day of July, 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 HR Director Elizabeth Davis.

In the matter of
Opioid settlement company:

Commission reviewed correspondence for a new opioid settlement with several manufactures included in the opioid settlement lawsuit. Commissioner Stites moved to approve opting in on the new settlement, Commissioner Hicks seconded, motion carried.

IFS representative Lee Tiberghien entered at 9:37 am.

In the matter of
Accounts Payable:

Commission reviewed and approved invoices in the amounts of \$27,797.33 for A - L and \$18,739.53 for M - Z.

Support Services Sissy Shults and assistant Meredith Joyce entered at 9:53 am.

In the matter of
Boiler Bid Opening:

As Scheduled commission opened the singular bid that was received for the courthouse boiler replacement at 10:00 am. The bid is from:

IFS (Integrated Facility Services) in the amount of \$229,785.00.

Commission and Support Services reviewed the documentation. Commissioner Hicks moved to approve the bid as written, Commissioner Stites seconded, motion carried.

Recorder Robin Kordes entered at 10:09 am.
Tiberghien left at 10:10 am.

In the matter of
Commission key card access:

Discussions were had on who would have access to the commission chambers stairwell door now that the new access readers have been installed. Commission advised due to closed session they would allow support services, Bailiffs, commission and county clerk staff.

Shults and Joyce left at 10:12 am.

In the matter of
Document Destruction for Recorder:

Kordes provided commission with document destruction form for records that have met retention. Commissioner Hicks moved to approve the destruction form, Commissioner Stites seconded, motion carried.

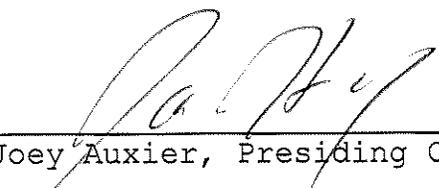
In the matter of
Hot Spot devices:

Kordes advised commission she would like to see the county purchase some hardware that will provide a hotspot for when internet is down and when office holders are at training to be able to access county internet. Further discussions were had on potentially purchasing 4-5 hotspots as backup internet connections.

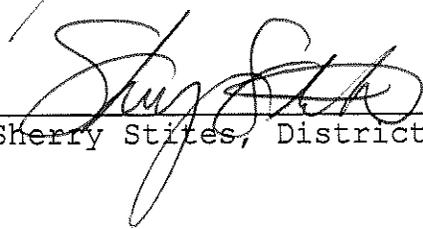
Kordes left at 10:26 am.

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

July 8, 2025 Third Day of the July Term

Now at this 8th day of July, 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
Review of minutes:

Commission reviewed and approved minutes from the 6/03, 6/05, 6/10, 6/12, 6/17, 6/26, 7/01 and 7/03 commission meetings. Former treasurer Carol Green entered at 9:31 am followed by local resident Chester Kojro at 9:33 am.

Green left at 9:36 am.

In the matter of
County insurance agent:

Discussions were had on the recent visit from Higginbotham insurance agent and engineer to assess the county and see if there are any cost savings to be had on our commercial insurance policy. Commissioner Stites moved to continue the process in changing the agent of record for the county commercial insurance to Dawson Nimmo with Higginbotham, Commissioner Hicks seconded, motion carried.

Sheriff's Department Admin Assistant entered at 9:48 am and left at 9:50 am.

In the matter of
Sustainable Ozarks Partnership:

Commissioner Hicks moved to approve the annual sop for the Sustainable Ozarks Partnership in the amount of \$2,500, Commissioner Stites seconded, motion carried.

Prosecuting Attorney Taylor Banholzer entered at 9:57 am.

In the matter of
Purchase of an AED:

Commissioner Stites moved to approve the purchase of an additional AED for the first floor of the courthouse, Commissioner Hicks seconded, motion carried.

In the matter of
Stop sign at 3450:

Discussions were had on revisiting the request for a stop sign on County Road 3450. After discussing and reviewing commission decided against installing a stop sign at this location.

Kojro left at 10:21 am.

Krysta Swartz with Great Rivers Engineering entered at 10:23 am.

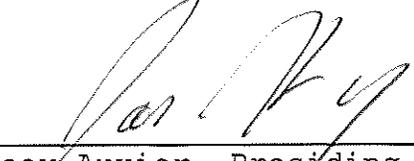
In the matter of
FLAP Grant Discussions:

Swartz provided commission with documentation of the eligible items for utilizing the FLAP (Federal Lands Access Program) grant and the deadline to apply for the funding. Discussions were had on the emergent areas that would best benefit from this funding to insure safety and emergency access to citizens. Swartz advised that GRE is requesting counties to let them know by the end of July so they can start the application process for them. Commission advised they will take under advisement and will let Swartz know which area that they feel will best benefit from the funds.

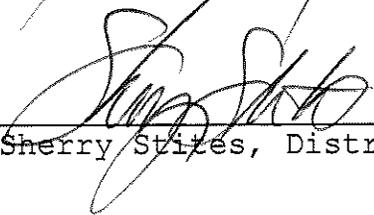
HR Director Elizabeth Davis entered at 11:12 am.
Swartz left at 11:14 am.

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

July 10, 2025 Fourth Day of the July Term

Now at this 10th day of July, 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.

Also present was Treasurer Cathy Tipton.

In the matter of
National Forest PILT:

Tipton advised we have received \$178,078.00 from National Forest PILT funds. Discussions were had on the amount received being up from last year's amount.

In the matter of
Unemployment fund CD:

Tipton advised the unemployment fund CD is set to mature on 7/30. Discussions were had on if commission wants to reinvest the \$50,000 into another CD and how to proceed with bids. Commission advised to get with County Clerk Johnson to set a date.

In the matter of
CART Fee Report:

Tipton presented commission with the CART fees Report. Discussions were had on all taxes being up across the board.

HR Director Elizabeth Davis entered at 9:15 am followed by local resident Don Riley at 9:19 am.

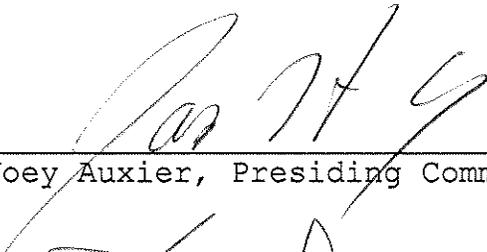
Tipton left at 9:25 am followed by Riley at 9:42 am.

In the matter of
Accounts Payable:

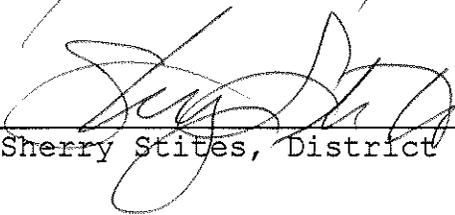
Commission reviewed and approved invoices in the amounts of \$25,790.59 for UMB Bank EATS Rolla Westside TIF, \$6,706.73 for Great West & Nationwide, \$19,364.00 for June Senior Companions Stipends, \$131,931.41 for UMR KC Life, \$67,473.17 for A - L and \$66,812.38 for M - Z.

Hearing no other business commission adjourned at 11:30 am.

Read and Approved:



Joey Auxier, Presiding Commissioner



Sherry Stites, District 1 Commissioner

Gary Hicks, District 2 Commissioner

Phelps County Commission Record

July 15, 2025 Fifth Day of the July Term

Now at this 15th day of July, 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 State Representative Tara Peters and MODOT railways representatives Alex Schroeder, Alex Seda, David Fields.

In the matter of
Railway crossing updates:

Schroeder presented commission with documents and advised they have received funding to update the crossing at CR 3640 & Hwy KK intersection with lights and gates. Discussions were had on MODOT implementing the equipment and then the county would have to pay for maintenance. Further discussions were had on the state never paying the maintenance costs but this is something that the railway owners are trying to implement moving forward. Peters advised the bill that was proposed recently was to make BNSF move the parked rail cars back 250 feet from the crossings to improve sight lines. She further advised she would like to propose an amendment to the bill with advising BNSF to be responsible for maintaining the equipment. Auxier advised if the municipalities start taking on the maintenance costs then eventually the state is going to have to start paying as well. Further discussions were had on the half million covering the full cost of installing the necessary equipment to make this crossing safer. Discussions were had on the process taking 9-12 months to complete. Further discussions were had on the process also including advanced warning signs before the crossing along Hwy KK to alert drivers of the potential for stopped traffic.

State Representative Bennie Cook entered at 9:19 am.

Discussions were had on the CR 3590 crossing by NAPA being private so MODOT can not do any work on that area of railway. Further discussions were had on the steep grade of this crossing. MODOT advised the city would be responsible for changing the grade of that crossing to make it a safer less angled approach to the tracks. Discussions were had on MODOT utilizing their program to place signs at this crossing. Further discussions were had on MODOT getting the agreement together and then revisiting Commission to gain approval and signature to implement these safety changes.

Local resident Chester Kojro entered at 9:31 am.

Commissioner Hicks left at 9:33 am for a prior arrangement followed by Schroeder, Seda and Fields at 9:37 am.

Local resident John Watkins entered at 9:54 am.

In the matter of
ATV/UTV accidents:

Discussions were had on the 3 ATV/UTV accidents that have happened in the past 72 hours in Phelps County. Stites advised she feels that law enforcement should be enforcing the laws regarding ATV/UTV accidents. Watkins advised he was the one who found the unconscious teenager that was intoxicated and wrecked his ATV in a ditch on CR 1300.

Sheriff Mike Kirn entered at 10:01 am.

Cook advised at the minimum there should have been reports made on the incidents happening. Watkins advised he wants to see the laws changed or be enforced. Cook and Peters advised the laws are already there and they need to be enforced. Cook further advised law enforcement is understaffed and it's hard to find quality officers to stay in law enforcement. Further discussions were had on the speed limit in the county of Phelps being 35 mph on county roads.

In the matter of
Senate discussions:

Discussions were had on Phelps County not having opted in on SB3 implementing a cap on property tax so we need to be watching for it to come across. Further discussions were had on there being a committee formed to cover this.

Peters and Cook advised the drug treatment funding was cut however there are funds for an additional 25th circuit judge that will be appointed.

Cook advised commission to keep a close eye on budget as Federal funding is being cut hard. Peters advised she has reached out to Senator Smith's office about the funding that was supposed to be given to the Senior Companions program and they have yet to receive it or a call back advising why there is a delay.

Kojro left at 10:27 am followed by Peters and Cook at 10:29 am.

In the matter of
Sheriff's Department updates:

Kirn advised he is having other agencies wanting to send people to Phelps County for training at the Jail because they are doing so well with operations.

Further discussion was had on the sheriff informing commission that he has cut ties with the Abide in Love group. He further advised they are causing issues and were wanting him to store a lot of items in the jail that he does not have the room to store.

Discussions were had on where the funds from tickets go when they are paid. Kirn advised the law enforcement agencies are only getting \$2 from a ticket and the rest is going to the state. Further discussions were had that there needs to be changes made to this as that funding should be returned to the law enforcement agencies to fund officers not go to the state.

Watkins left at 10:43 am.
Local resident Bethany Boultes entered at 10:51 am.

In the matter of
Private Drive 2305:

Boultes advised she has been served documents by a citizen and came in looking for legal advice. Commission advised they can not give legal advice and they have nothing to do with this matter.

Boultes left at 10:57 am followed by Kirn at 11:03 am.
Collector Faith Barnes entered at 11:10 am and left at 11:20 am.

In the matter of
ARPA Lakeside HOA funds:

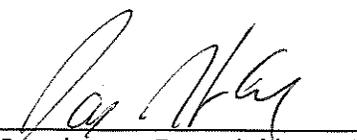
Commission reviewed and approved the requested invoice for draw down #5 of ARPA funds for the Lakeside HOA project in the amount of \$19,175.05.

In the matter of
CDBG Resolutions:

Commission reviewed and approved the resolutions provided by MRPC for CASA and PCFS to file for CDBG funds.

Hearing no other business commission adjourned at 11:59 am

Read and Approved:



Joey Auxier, Presiding Commissioner



Sherry Stites, District 1 Commissioner

Gary Hicks, District 2 Commissioner

Phelps County Commission Record

July 17, 2025 Sixth Day of the July Term

Now at this 17th day of July, 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 Kelly Sink with MRPC, former Treasurer Carol Green, Deputy Assessor Paul Long and Cameron Schweiss from Archer Elgin.

In the matter of
Phelps Connections for Seniors CDBG Public Hearing:

As scheduled the public hearing for CDBG funding to the Phelps Connections for Seniors commenced at 9:04 am. Finalizing documents were presented to commission for signatures and a roll call sheet was passed around for attendance record. Green advising commission they would like to utilize these funds to fix the parking lot, the digital sign out front, they have been advised to remove the current insulation and replace it and they have been advised that the pergola in the courtyard area needs to have some repairs made in order to be safe. Sink advised the total amount of funding they are applying for would be for \$650,000.00.

Amber Steinbarger and Anthony Perona from CASA entered at 9:20 am followed by local resident Chester Kojro entered at 9:31 am.

Further discussions were had on the CDBG projects list and Schweiss suggested removing or placing the sign as low priority to the funding projects. Sink advised she would leave it so it could be on the next project allocations in the future. All in attendance agreed and the Phelps Connections for Seniors hearing adjourned at 9:40 am.

Schweiss and Green left at 9:42 am.

In the matter of
CASA CDBG public hearing:

As scheduled the public hearing for CDBG funding to CASA commenced at 9:42 am. Steinbarger advised CASA is currently in the works of purchasing a property to be able to expand their operations to children in need but due to funding this has been put on hold. She further advised they have quickly outgrown their current location and are serving over 500 children with in Phelps, Maries, Texas and Pulaski counties. They are applying for a total amount of \$585,000 of the CDBG funding to help secure this much needed property.

BPJ representatives Tonya Greven and Mike Scott entered at 9:52 am.

Commission advised Sink that the county would like to split the 18 grant writing hours between the Phelps Connections for Seniors and the CASA group as the county does not have any applicable projects this year. The CASA hearing adjourned at 10:00 am.

Steinbarger, Perona and Sink left at 10:02 am.

In the matter of
BPJ Quarterly updates:

Scott provided commission with documents to review. Discussions were had on the good standing of the claims account at roughly \$946,000. Further discussions were had on the prescription rebates being utilized increasing each quarter which means employees are utilizing the full benefits.

Kojro left at 10:23 am.

Greven advised the county currently has \$4,200 in wellness dollars that need to be utilized before the end of the year.

Greven advised the county is currently doing multiple steps to place an employee on COBRA. Greven further advised she has a program that will eliminate several steps as ISOLVE/Basic offers a module that is a one step program simplifying the process for HR. Commissioner Hicks moved to approve implementing COBRA notifications through ISOLVE and terminating UMR, Commissioner Stites seconded, motion carried.

In the matter of
Accounts Payable:

Commission reviewed and approved invoices in the amounts of \$244,284.24 for A - L and \$151,277.52 for M - Z.

AP Clerk Erica Bargerstock entered at 11:10 am.

In the matter of
Sheriff's Department invoices and revenue:

Bargerstock advised she received a call from Hi Tech referencing 3 invoices that the county had only paid the counties (customer due) portion. Further discussions were had on Hi-Tech not being happy with the lack of communication and ongoing late invoices from the Sheriff's department. Recommendation from Commissioner Hicks advised the sheriff to have the insurance checks written to the collision center not deposited into his county fund so that any invoices coming in will only be for the deductible (customer due portion).

Admin Assistant Theresa Lasher entered at 11:40 am.

Discussions were had on what step process the ICE payments are currently in so we know when to expect that revenue to hit the 410 fund. Lasher further advised she had discussions on the fact that transport has not be paid the correct amount for transporting federal inmates and they are now back dating from

March a new reimbursement to make up for the incorrect reimbursements.

Lasher advised she is aware of the ongoing billing issues and she has made the sheriff aware of the situation and he has advised he will address it.

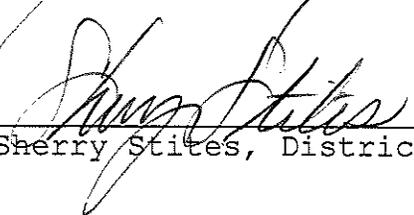
Commissioner Hicks informed Lasher that if a vehicle is not going to be fixed the insurance money should be deposited into 410 but if the vehicle is going to be fixed the insurance check needs to be sent directly to the collision center. Lasher advised she agrees but she has been told by the person over the vehicles that the insurance company won't send the check to the collision center. Commissioner Stites advised we have a new agent of record so she will reach out to him and make sure moving forward checks are to be made and sent out to the collision center if they are being repaired.

Hearing no other business commission adjourned at 12:03 pm.

Read and Approved:



Joey Auxier, Presiding Commissioner



Sherry Stites, District 1 Commissioner

Gary Hicks, District 2 Commissioner

Phelps County Commission Record
July 22, 2025 Seventh Day of the July Term

Now at this 22nd day of July, 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 HR Director Elizabeth Davis, Treasurer Cathy Tipton, Road and Bridge Superintendent Mark Case and Admin Assistant Michelle Bock.

In the matter of
Additional Opioid funds:

Commission discussed the new correspondence received referencing additional settlements of Opioid funds. Commissioner Stites moved to opt in, Commissioner Hicks seconded, motion carried.

In the matter of
National Forest Funds(1908 Act) Obligation:

Discussions were had on the payment received in the amount of \$21,068.87 from National Forest 1908 Act. These funds must be utilized on maintenance that lies or are situated partly or wholly within or adjacent to national forest areas in Phelps County. Commission and Road Department decided the most needed roads of utilizing the funds are in the Edgar Springs, Duke and Flat forestry areas.

Assessor Tim Kean entered at 9:25 am.

In the matter of
Accounts Payable:

Commission reviewed and approved invoices in the amounts of \$6,728.31 for Great-West & Nationwide, \$9,260.11 for A - L and \$38,807.89 for M - Z.

Tipton left at 9:32 am.

Local resident Chester Kojro entered at 9:34 am.

In the matter of
Review of minutes:

Commission reviewed and approved minutes from the 6/24, 7/15 and 7/17 commission meetings. Commission also reviewed and approved the minutes from the 7/21 BOE hearing.

In the matter of
FEMA funding for tornado damages:

Bock advised commission she found out that FEMA never received the required letter of the damages to Phelps County from the F2 tornado that destroyed several properties. She further advised she reached out to Captain Hope at the sheriff's department to see if the Sheriff had sent the letter to FEMA since he is the county Emergency Management Director. Bock advised she did not get a proper response from that conversation. Commissioner Stites advised she will request that letter from the Sheriff so we can get the disaster relief funding that is owed to the county for emergency response and debris removal.

Case and Bock left at 10:22 am followed by Kojro at 10:23 am.

In the matter of
Assessor Field Vehicles:

Kean advised commission the field vehicles he ordered have arrived at Hutcheson Ford. Discussions were had on how to title the vehicles and how to get the assessors office listed on our fuel account.

Kean left at 10:40 am.

In the matter of
Citizen complaint:

Local resident, Carolyn Whitesacker, called in to the county to complain about the ditch work that has been done recently by the county on CR 2170. She advised the gravel and debris has been left in the ditch and when it rains it blocks their culvert and floods their driveway. Commission advised they would contact the road department and have someone come out to look at it.

Health Department Director Sonya Berry entered at 11:08 am.

In the matter of
HR updates:

Davis provided commission with an invoice for a new module in ADP that will track the Health Department grants. Commission advised they are on board to implement this module for \$2,500 implementation fee with an annual fee of \$930 starting next year.

Commissioner Hicks moved to approve the Contract, Commissioner Auxier seconded, motion carried.

ADP time issues. Davis pulled up ADP to show commission the changes she has made to fix the holiday problems we are having with employees pay. She further advised she has created a drop down to rectify the matter. Commissioner Stites advised we should not be providing part time employees with benefits, County Clerk agreed. Further discussions were had on every office doing time differently and it is causing majors issues with pay and accruals. Discussions were had on creating a policy off of LAGERS mandates implementing 30 hour a week employee are considered full time not part time. Further discussions were had on only full-time employees getting sick, vacation and holiday pay as an incentive and not being given to part time employees.

Commissioner Stites left for a prior arrangement commitment at 11:15 am.

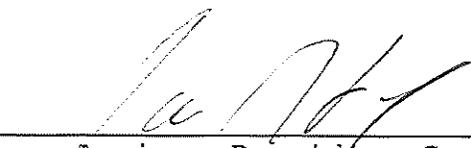
In the matter of
Health Department business:

Berry asked commission where we based our permit fee rate off of. Discussions were had on the need to reach out to other health departments to find out what they are charging for services. Berry advised she is trying to do her due diligence on finding ways to make up the cuts that are coming from the "Big Beautiful Bill" to make up for lost revenue. Commissioner Hicks asked Berry to email him the current rate schedule so he can review where we are right now.

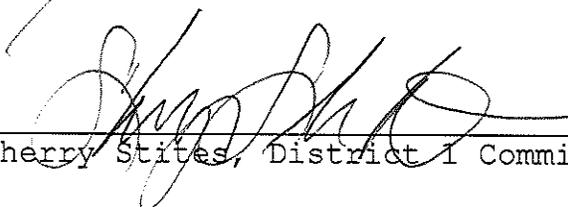
Berry left at 11:31 am followed by Davis at 11:39 am.

Hearing no other business commission adjourned at 11:58 am.

Read and Approved:



Joey Auxier, Presiding Commissioner



Sherry Stites, District 1 Commissioner

Gary Hicks, District 2 Commissioner

Phelps County Commission Record

July 24, 2025 Eighth Day of the July Term

Now at this 24th day of July, 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
Review of minutes:

Commission reviewed and approved minutes from the 7/10 and 7/22 commission meeting.

Jason Smiths Field representative Grant Wilson entered at 9:13 am.

In the matter of
Accounts Payable:

Commission reviewed and approved invoices in the amounts of \$89,988.00 for Assessor Vehicle Purchases, \$317,051.29 for A - L and \$8,193.91 for M - Z.

Sheriff Mike Kirn entered at 9:47 am followed by Assessor Tim Kean at 9:48 am.
Kean left at 9:54 am.

In the matter of
Sheriff Department Bid opening:

Commission opened the singular bid received for a new transport vehicle as follows:

- RO Bus Sales bid opened at 10:00 am for a 2025 F2500 passenger van with the bid specifications listed in the amount of \$200,582.40 that will seat 22 inmates. The bid advised it is good for 30 days.

Discussions were had on the need for this large transport vehicle being a necessity to cut down on man power, fuel and mileage on the smaller vans. Further discussions were had on the implementation and delivery timeline of being 120 days.

Admin Assistant Theresa Lasher entered at 10:04 am.

Commissioner Stites moved to accept the bid as received, Commissioner Hicks seconded, motion carried.

Deputy Clerk Lorraine Britt entered at 10:28 am.

In the matter of

Payroll Discrepancies:

Lasher advised there are still issues with Comp time being paid out incorrectly. Discussions were had on the comp time being figured at 1.5 and 1.0 and then being paid out at that rate instead of it just being paid normal pay and the accrual bank decreasing. Further discussions were had on the need to have the sheriff's department processed separately from the rest of the courthouse to rectify this matter. Lasher advised she is going to contact ADP and have her side of things corrected. Stites advised she feels that The Sheriff's department need to have their own designated practitioner to handle their payroll and then have Elizabeth do our courthouse side. Stites advised she wants there to be separations from the 2 entities since there are so many issues. Britt advised this is where the Sheriff's Department needs to have an HR-G in place. Stites further advised the county is growing at such a high rate that we need to just separate the administrative duties to Sheriff side and then county side. Discussions were had on the need for the sheriff's department to have an HR Generalist to help simplify this matter. Hicks advised ADP sold us on the fact that this system is supposed to eliminate a position and here we are looking at needing to hire another HR person to handle all the sheriff's department side of the payroll/accruals.

Local resident Pam Grow entered at 10:58 am.

Further discussions were had on seeing if ADP can color code the pay outs like comp time flagged in red and regular pay flagged in black in hopes to catch this prior to it being paid out.

Health Department Director Sonya Berry entered at 11:02 am.

Lasher and Kirn agreed to what have been discussed and will look into the changes for ADP.

Kirn, Lasher and Britt left at 11:03 am.

In the matter of
Sunshine request:

Grow presented County Clerk with a written Sunshine Law request and advised she would like to see the Tax Levy Proformas for County and Road and Bridge from 2022 so she can review and gather information on what legislation is currently doing.

Grow left at 11:06 am.

In the matter of
Health Department Business:

Berry advised she has done the research for the health department fees and forwarded documentation to commission for review. Berry advised we currently do not collect fees from several entities in the county and we are losing out on revenue. Hicks advised he reviewed the example provided from another county and feels that would be a good one to recreate for Phelps County.

Berry left at 11:26 am.

Asberry and Tipton entered at 11:27 am.

In the matter of
Lagers Correction officer's early retirement:

Asberry asked commission if we had ever implemented the Early retirement through LAGERS for Corrections Officers. Commission advised they did have the assessment completed but there was a large fee associated with implementing this and the Sheriff's department does not have the funds to implement at this time. Asberry left at 11:29 am followed by Tipton at 11:40 am.

In the matter of
Document Destruction:

County Clerk provided Commission with a document destruction form for the below records that have met retention.

Document Destruction

July 23, 2025

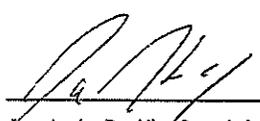
Commission approved on 7/24, 2025

Shredded on _____, 20____

Deleted/Deceased Voter Records 5 years or older (4 boxes)

August 2023 Special Election (2 boxes)

- Box 1
 - Dillon Central
 - Poll Book, Unvoted, Voted, Seal Sheet
 - Dillon Northh
 - Poll Book, Unvoted, Voted, Seal Sheet
 - Dawson
 - Poll Book, Spoiled, Unvoted, Voted, Affidavits, Seal Sheet
- Box 2
 - Meramec
 - Poll Books, Unvoted, Voted, Spoiled, Seal Sheet
 - Absentee
 - Unvoted, Voted, Poll Book, Abs Envelope & applications, Pro-Post, Prov & cert


Joey Auxier, Presiding Commissioner


Sherry Stites, Commissioner District 1

Gary Hicks, Commissioner District 2

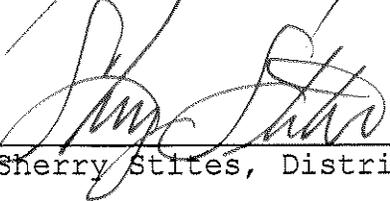
Commissioner Hicks moved to approve the documents, Commissioner Stites second, motion carried.

Hearing no other business commission adjourned at 11:58 am.

Read and Approved:



Joey Auxier, Presiding Commissioner



Sherry Stites, District 1 Commissioner

Gary Hicks, District 2 Commissioner

Phelps County Commission Record

July 29, 2025 Nineth Day of the July Term

Now at this 29th day of July, 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 Recorder Robin Kordes.
Kordes left at 9:05 am.

In the matter of
Review of minutes:

Commission reviewed and approved minutes from the 7/24
Commission meeting.

Local resident Don Riley entered at 9:08 am followed by the
Focus Reporter at 9:15 am and the Assessor at 9:26 am.
The Focus Reporter left at 9:28 am.

In the matter of
Assessors Field Vehicles:

Discussions were had on the 3 new field vehicles for the
assessor's office. Commission suggested to park them in the
gravel lot with the Sheriff's department fleet vehicles to make
sure we keep the parking spaces around the court house available
to the public.

Local resident Chester Kojro entered at 9:35 am.
Kean left at 9:38 am.
Riley left at 9:40 am.

In the matter of
Road and Bridge Dept Public Praise:

Commissioner Stites advised of a citizen that reached out about
feedback on the road and bridge work done on CR 3000. Mr. and
Mrs. Gewinner sent the below praise to commission about our Road
and Bridge department:

Hello Sherry - Just wanted to give some feedback about Soest Road. We were very happy to see your
guys out there making improvements to Rd 3000. They patched or made enhancements to several
places along the road, and even tried to improve that goofy apron at Bennish Lane. It's better than it
was, and short of a major tear out and re-do, this made a lot of sense.

Thank you for your prompt action to address road issues along Rd 3000. And, thanks to you, and to your
staff and crews for your service to Phelps County.

Sincerely,

Mark & Kim Gewinner

Local resident Chester Crider entered at 10:22 am.

In the matter of
Current Budget status:

County Clerk presents commission with current expense and revenue statuses. Discussions were had on the county only sitting at 46% of our projected revenues and we ideally need to see at minimum 50% at this point in the year. Further discussions were had on all funds in General Revenue sitting at 50%-70% of their projected expenses already and our ending balance has decreased to \$523,086.39 instead of the projected \$879,189.29 due to unforeseen expenses. Discussions were had on making sure to reiterate that the county is only responsible for critical bills and office holders need to make necessary cuts if there is no money in their funds. Commission further advised moving forward any office holder that does not have funds due to fiscal malfeasance they will not pay bills until they are 90 days past due if we have to.

Dawson Nimmo and Ty Lyon from Higginbotham entered at 10:40 am.

In the matter of
Higginbotham contract:

Nimmo provided commission with the new contract that allocates him to be our new record of agent for commercial insurance through MOPERM.

HR Director Elizabeth Davis entered at 10:50 am.
Nimmo and Lyons left at 11:01 am.

In the matter of
Comp time and Holiday:

Discussions were had on the need to get to the bottom of the Correct way, by law, to pay out/utilize earned comp and holiday time. Further discussions were had on the comp earned 1.0 being paid straight which is correct. The comp earned at 1.5 by law should be paid by out at 1.5 since it was earned that way. County Clerk Johnson advised she directed Davis to call some of the surrounding 3rd class counties to see how they handle the pay to see if we are missing something. Davis advised she contacted Pulaski County who informed her that they lost a lawsuit over pay not being paid out correctly for the same reasons we are running into. Discussions were had on the need to look at the Missouri and Federal laws related to comp time earned and paid. Further discussions were had on the need for ALL office holders having to work with the HR Director.

In the matter of
Opioid Settlement Funds:

Commission reviewed the received notice confirming Purdue Pharma in the Opioid settlement funds. Commissioner Auxier sent the opt

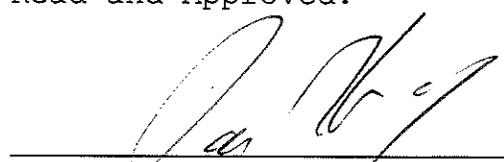
in notice to the administration advising of our county's participation.

In the matter of
Health Department updates:

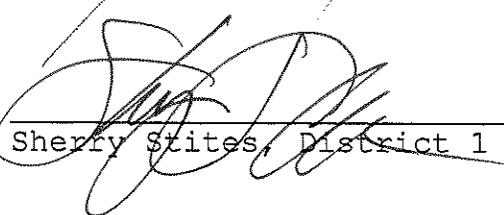
Davis advised Commission that there was an internal investigation conducted in the health department and an employee was walked out do to the findings. She further advised one of the environmentalists has put in their notice so they are now down 2 employees. She further advised one has moved down to part time do to some health issues.

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

July 31, 2025 Tenth Day of the July Term

Now at this 31st day of July, 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.

In the matter of
Supreme Court Marijuana Tax ruling:

Discussions were had on the ruling by MO Supreme Court to disallow counties to collect marijuana tax and how counties would / could respond. Currently there is enough money now to fund courthouse security for 2 years.

In the matter of
Floodplain Application:

Discussions were had on the Floodplain Development Permit/Application from a wedding venue (Judy Dabler) - application /permit #07-29-2025-2) request for a permit. Commissioner Hicks moved to approve, Commissioner Stites seconded, motion carried and Presiding Commissioner Auxier signed the permit/application.

In the matter of
Opioid Settlement Correspondence:

Commission reviewed correspondence referencing Kroger opting into the opioid settlement.

In the matter of
Assessors Quarterly Report to State:

Commission reviewed and approved the Assessor's Quarterly Report that was compiled by Deputy Clerk Britt.

In the matter of
Review of Minutes:

Commission reviewed and approved minutes from the 07/29 commission meeting.

Road Superintendent Mark Case and Admin Assistant Michelle Bock entered at 9:55 am.

In the matter of
LP Bid Opening:

As scheduled LP bids received were opened as follows:

MFA Propane - for a fixed price of \$1.58 / gal. for approximately 37,000 gal. A leak test will be required by their techs. There is not a fee for pressure check but the customer will be responsible for all expenses & labor to meet system requirements.

Chilton Propane - for a fixed price of \$1.39 / gal. from 8/1/2025 - 7/31/2026. No fee for initial inspections as required. \$85.00 /hr rate for service work at all facilities during contract term.

Commissioner Stites moved to accept the Chilton bid after discussing with Case and Bock, Commissioner Hicks seconded, motion carried.

Assessor Tim Kean entered at 10:45 am.
Case and Bock left at 10:55 am.

In the matter of
Assessor Updates:

Kean advised he attended the Lebanon property tax meeting which was attended by various taxing entities and individuals across the state. Discussion was had about this meeting and just in general the marijuana tax, Hancock amendment, how assessors determine the value of a home and homeowner privacy and the conflict of interest that is present with the tax commission mandating increases in assessed values, board of equalization appeals which in turn goes to the tax commission.

Kent Bagnel from The Morning Mayor Radio Show entered at 11:05 am.

In the matter of
Morning Mayor news:

Bagnel asked what was happening in the county and if anyone would like to come onto the show. Commissioner Hicks asked him if he would have our new Health Department Director, Sonya Berry, on the Morning Mayors and Kent was agreeable to that.

Bagnel left at 11:15 am.

In the matter of
Sheriff's Department Funds:

Discussions were had concerning Sheriff Dept. fund 405, the purchase of a van and various bills. Commissioner Hicks requested Presiding Commissioner Auxier to reach out to Sheriff Kirn to let him know to hold off on purchasing the bus/van for approximately \$205,000 as they do not have funds at this time. Admin Assistant Lasher called into commission chambers to state per the Cross Fund Report she had received there was money to purchase the van. Commissioner Stites stated there were obligations due in November by the sheriff's department and because of that there were not enough funds. Various reports (BPR, Detail Gen. Ledger) were provided to commission from A/P

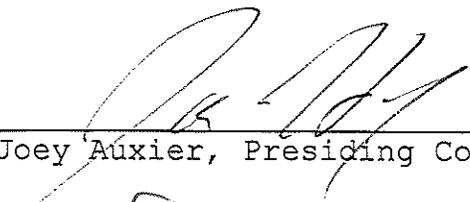
Clerk Bargerstock, Treasurer Tipton and I. Further discussions were had and a request was made for Sheriff and Lasher to come to the commission meeting on Tues., 8/5.

In the matter of
Accounts Payable:

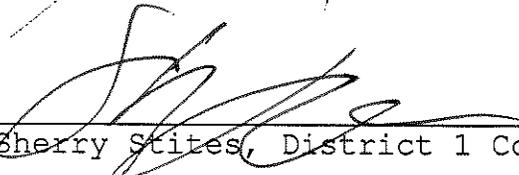
Commission reviewed and approved invoices in the amounts of \$11,936.54 for A - L, \$50,870.89 for M - Z and \$198,772.53 for Fund 410 expenses.

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

