

PHELPS COUNTY COMMISSION RECORD

August 1st, 2017 Ninth day of the July term

Now at this the 1st day of August 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
PHELPS COUNTY
GENEALOGICAL SOCIETY:

Sheila Woods with the Genealogical Society made inquiry about display of an afghan for a raffle to raise money for the group, which needs to meet expenses such as rent. The Commission said that as long as funds were for the society, and the lobby receptionist staff did not have to accept the donations, this was agreeable. Rolla Daily News Editor John Buckner and Phelps County Focus Staff Writer Andrew Sheeley were also present.

IN THE MATTER OF
FREE NEWSPAPERS:

Phelps County Focus staff inquired of the clerk whether the first three weekly editions of the newspaper could be dispensed for free from the courthouse lobby. This was approved by the Commission.

IN THE MATTER OF
COUNTY CORONER VEHICLE:

Phelps County Coroner Andy Davis reported that the Sheriff's Drug Forfeiture Fund was funding the purchase of a 2017 Ford F-150 from Joe Machens Ford for him, preventing the need for his use of his personal vehicle for transporting remains. On a motion by Commissioner Stratman, seconded by Commissioner Hicks, this was approved.

IN THE MATTER OF
COMMUNICATIONS TOWER:

Tri-Leaf Corporation made an inquiry about a proposed site for construction of a 375 foot tall, self-supporting communication tower with associated equipment along the Outer Road at Newburg. The location would be latitude 37 degrees, 56 min. 25.52" N, longitude 91 degrees, 56 min. 30.61" W. Their concern was primarily the effect on Historic Properties as monitored by the State Historic Preservation Office. The Commission referred this to the members of the media present, to seek public input.

IN THE MATTER OF
EXTENSION COUNCIL:

The Commission received the agenda for the meeting of 7/10/17.

IN THE MATTER OF
TYLER NEW WORLD
TECHNOLOGIES:

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TYLER NEW WORLD, Continued:

Treasurer Carol Green came to discuss the offer of 10 days of free training with 10 days of paid training with the financial software provider. Green will ask for a proposal in writing from the company. Additionally, the invoice for the annual maintenance, expected to be in excess of \$20,000.00, has not been received and the customer service representative will be asked to supply this as well.

IN THE MATTER OF
WHIPPORWILL DRIVE
SIGNAGE:

Local resident Dale Troup came to report that the sign for his road, Whipporwill Drive, was badly faded to the point of illegibility. He supplied a smart phone photograph as proof. The Commission contacted the Road Department about this.

IN THE MATTER OF
SENIOR COMPANIONS AUDIT:

Senior Companions Director Jan Wiggins reported that her last audit visit by the Corporation for Community Service Senior Corps was 6 years ago. She introduced Josh Lyman and Stedmond Ware, program officers from the Kansas City area, who would evaluate her financial and volunteer files and interview her employees over the next several days. Lyman said that an exit interview would occur August 3rd and a written report would follow in approximately 30 days, with responses due 30 days after that.

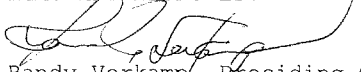
IN THE MATTER OF
MISSOURI OZARKS COMMUNITY
ACTION BOARD:

A brief report was presented by Commissioner Hicks of the MOCA Board, which oversees the Headstart Program.

IN THE MATTER OF
ACCOUNTS PAYABLE:

The Commission reviewed and approved the payment of 12, 3, and 21 invoices in the amounts of \$113,114.64, \$52,697.73, and \$3,600.51 respectively.

READ AND APPROVED:


Randy Verkamp, Presiding Commissioner


Larry Stratman, Commissioner District 1


Gary W. Hicks, Commissioner District 2

PHELPS COUNTY COMMISSION RECORD

August 3rd, 2017 Tenth day of the July term

Now at this the 3rd day of August 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
CORONER'S BUDGET:

Phelps County Coroner Andy Davis was in attendance, as were Rolla Daily News Editor John Buckner and Phelps County Focus Staff Writer Andrew Sheeley. Davis reported that last week he reached the end of the \$15,000 which had been budgeted for autopsies in his 2017 budget. A discussion ensued about the requirements for autopsies; Davis stated that two full autopsies had been required just last week. Drug-related deaths from opioid overdoses were discussed.

IN THE MATTER OF
1972 JAIL:

Sheriff Rick Lisenbe came to discuss progress on the 1972 Jail restoration.

IN THE MATTER OF
SHERIFF PERSONNEL TRAINING:

Lisenbe discussed the need for firearm range training, and the need for a site. The Missouri Department of Public Safety has very limited capacity and tight scheduling for use of their range. He expressed the need for approximately five acres, perhaps adjoining the National Forest for its seclusion away from residential properties. Options were discussed.

IN THE MATTER OF
COURTHOUSE SECURITY:

Lisenbe provided some details of the new, higher-resolution security cameras which were installed to replace older equipment in the courthouse lobby and some other locations.

IN THE MATTER OF
EMPLOYEE WELLNESS:

Starlynn Reynolds, R.N. and Jade Chapman, R.N. from Phelps County Regional Medical Center Community Outreach Coordination came to discuss the wellness strategies under review and development in their department. Should the county become a participant, incentives such as decreased or waived copays, and subsidy of all or part of the expense of the programs for participants, were discussed. PCRMC currently is considering offering a modified version of the pilot used with hospital employees. Commissioner Stratman asked about an R.N. from the Health Department perhaps being recruited as a trainer, and Reynolds thought this was certainly worth consideration.

PHELPS COUNTY COMMISSION RECORD

August 3rd, 2017 Tenth day of the July term

IN THE MATTER OF
SENIOR COMPANIONS AUDIT:

Director of Senior Companions Jan Wiggins, employees Yvonne Leuthauser and Christine Miller, and Corporation for Community Service Program Officers Josh Lyman and Stedmond Ware attended the auditor's exit meeting. Lyman and Ware gave an overview of some recommendations and some findings they anticipated would be in their report. A lengthy discussion ensued which revealed multiple instances in which deficiencies identified by the auditors were actually matters already documented or performed by Wiggins and her staff, merely with different or older formats than expected. Many strengths of Wiggins' program were identified, however, including file maintenance, documentation regarding volunteers and their background checks being very organized and current, and Wiggins' matching of new and experienced volunteers with 40 hours of job shadowing.

IN THE MATTER OF
E911 FINANCIAL REPORT:

The Commission received and reviewed the monthly financial report for August 2017 for the E911/PCESB Board.

IN THE MATTER OF
ACCOUNTS PAYABLE:

The Commission reviewed and approved payment of 76 invoices in the amount of \$83,414.19.

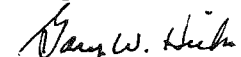
READ AND APPROVED:



Randy Verkamp, Presiding Commissioner



Larry Stratman, Commissioner District 1



Gary W. Hicks, Commissioner District 2

PHELPS COUNTY COMMISSION RECORD

August 8th, 2017 Eleventh day of the July term

Now at this the 8th day of August 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

Deputy Clerk Tessa Piatt took notes in the clerk's absence.

IN THE MATTER OF
NORTHWYE:

Darin Pryor, P.E., of the City of Rolla reported to the Commission that All-Type Fence of Steelville wished subcontract the guardrail portion of their contract. On a motion by Commissioner Stratman, seconded by Commissioner Hicks, the employment of D&S Fencing of Desoto, Missouri to complete guardrail was approved. Edna Mae Smith was also present.

IN THE MATTER OF
EMERGENCY MANAGEMENT
DIRECTOR PAY:

Emergency Management Director Cpl. Mike Kirn of the Phelps County Sheriff's Office informed the Commission that the Emergency Management Performance Grant had been approved; this will provide a 50% match of his contract pay as EMD. After he receives pay, he can submit request for reimbursement. The Accounts Payable clerk will be notified.

IN THE MATTER OF
ESCAPE FROM THE
COUNTY JAIL:

Kirn relayed that the recent jail escapee has yet to be found, but authorities are closing in on the individual as they have located the vehicle used in the escape.

IN THE MATTER OF
SALES TAXES AND
CART FUNDS:

Treasurer Carol Green reported revenues of \$186,725.34 and \$141,226.10 for County Revenue and Law Enforcement sales taxes, respectively. This was a decrease of 2.03% in the rolling 12 month comparison. In the matter of CART (County Aid Road Trust) receipts for July 2017 were \$56,964.59, \$15,989.81, and \$7,204.23 for Gas Tax, Motor Vehicles Sales Tax, and Motor Vehicles Fees, respectively.

IN THE MATTER OF
WORKER'S COMPENSATION:

Deputy Clerk Tessa Piatt has been involved with worker's compensation claims and, with the change in provider of coverage, suggested informational meetings between county employees and the MAC Trust risk manager to review policies and the employee role in a worker's compensation claim.

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IN THE MATTER OF
TOUGH ON TRASH:

Deputy County Clerk Peter Cook agreed to take on the added responsibility of being the Tough on Trash Manager if the grant and the adopt-a-road program were taken more seriously. The Commission would like to publish quarterly in the local newspaper not only a tough on trash report, but ads for the adopt-a-road program. This grant will place an additional burden on the county clerk's staff. Cook asked about consequences for people not maintaining their adopted road, but the Commission felt this would not be feasible.

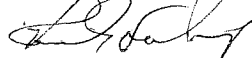
IN THE MATTER OF
PAYROLL:

The Commission reviewed and approved payroll for 8/15/2017 in the amount of \$164,167.75, \$57,597.40, and \$7,372.50 for net payroll, federal withholding, and state withholding, respectively.

IN THE MATTER OF
TWO MREPC GRANTS:

Signature pages for two grants for the Meramec Regional Emergency Planning Committee were sent by Tammy Snodgrass, Assistant Director of MRPC. The first grant would fund complete commodity flow studies; the second was the annual Tier II grant request. These were completed by Presiding Commissioner Verkamp.

READ AND APPROVED:



Randy Verkamp, Presiding Commissioner



Larry Stratman, Commissioner District 1



Gary W. Hicks, Commissioner District 2

PHELPS COUNTY COMMISSION RECORD

August 10th, 2017 Twelfth day of the July term

Now at this the 10th day of August 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

Deputy Clerk Tessa Piatt took notes in the clerk's absence.

IN THE MATTER OF
PHELPS COUNTY COLLECTOR:

Faith Barnes notified the Commission that she would run for Phelps County Collector in 2018. Filing for the position opens Tuesday, February 27, 2018. Rolla Daily News Editor John Buckner was also present.

IN THE MATTER OF
ROAD 8030:

Barnes also inquired about putting a concrete pad at the end of her sloping driveway on Road 8030, and was referred to the Superintendent of Roads, Walter Snelson.

IN THE MATTER OF
CITIZEN INPUT:

Local resident Ray Schweikhardt visited with the Commission.

IN THE MATTER OF
HEALTH DEPARTMENT:

Phelps/Maries Health Department Director Michelle Steinkamp reported that the county may continue receiving the Healthy Families America grant, though the Teen Outreach Program (TOP) and Healthy Eating-Active Living (HEAL) grants, totaling about \$65,000 in funding, are unlikely to materialize. She notified the Commissioners that she is working Mondays and Fridays from her home and it was suggested that she could make August 31, 2017 her last day. After this date, she could advise the Interim Director, Ashley Wann, on an as-needed basis as a consultant. The Commission asked Steinkamp to draft a resignation and a consultant contract that would be mutually agreeable to her and Wann; Steinkamp agreed to do this.

IN THE MATTER OF
MERAMEC REGIONAL
PLANNING COMMISSION:

MRPC Executive Director Bonnie Prigge and Manager of Project Development/Planning Kelly Sink-Blair came to address the Commission. Commissioner Hicks made a motion to amend the Northweye Outer Road grant by extending it for another two years and to increase the total grant amount by \$60,000. Commissioner Stratman seconded the motion. There was an opportunity to receive \$60,000.00 in additional funding over two years for the purpose of creating a full- or part-time position to help with statewide flood damages; Phelps County has not formally and finally closed the Community Development Block Grant, CDBG 2014-

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August 10th, 2017 Twelfth day of the July term

MERAMEC REGIONAL PLANNING COMMISSION, Continued:

PF-12, and this affords the opportunity for receipt of these funds. Prigge made assurances that this would neither reflect negatively on Phelps County nor hamper the county's ability to seek another CDBG. Prigge said she would get these assurances in writing and provide them to the Commission for its records.

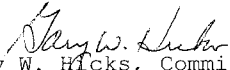
IN THE MATTER OF
EMPLOYEE MEDICAL COVERAGE:

The Commission received and reviewed the Benefit Management Report from Group Benefit Services of Springfield, which showed a loss ratio of 79%, stable from the prior month.

READ AND APPROVED:


Randy Verkamp, Presiding Commissioner


Larry Stratman, Commissioner District 1


Gary W. Hicks, Commissioner District 2

PHELPS COUNTY COMMISSION RECORD

August 15th, 2017 Thirteenth day of the July term

Now at this the 15th day of August 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
PERSONAL PROPERTY
COURT ORDERS:

Personal Property Court Orders 1895, 1896, and 1897 which represented valuation add-on's for 2014, 2015, and 2016 respectively for July 2017 were reviewed and approved. These increased personal property assessed valuation by \$1,750, \$41,600, and \$263,891, respectively. Rolla Daily News Editor John Buckner and Phelps County Focus Staff Writer Andrew Sheeley were also present.

IN THE MATTER OF
HAVA AUDIT:

The clerk informed the Commission that the recent Help America Vote Act on-site monitoring visit by the Secretary of State's personnel was reported to her. The county has not spent any funds in connection with HAVA since 2013; the sole finding reported was related to written procurement and equipment/fixed asset procedures, and the need for same to be a physical document.

IN THE MATTER OF
ROLLA AREA SHELTERED WORKSHOP/
PHELPS COUNTY INDUSTRIAL SOLUTIONS:

Local resident Ray Schweikhardt arrived. The Rolla Area Sheltered Workshop had asked the Phelps County Board for the Developmentally Disabled for additional funding in the amount of \$9600, or \$800 monthly; this was to provide transportation for individuals lacking another means to pay for their transportation to the Workshop. On an inquiry by the clerk, bidding was briefly discussed; a budget amendment will be needed for this prior to the end of the year. On a motion by Commissioner Stratman, seconded by Commissioner Hicks, this additional disbursement was approved.

IN THE MATTER OF
RECORD DESTRUCTION:

On a motion by Commissioner Stratman, seconded by Commissioner Hicks, the destruction of timesheets except for the Support Services Department was approved for the following years: 1989 and 1990 (Road Department only); 2008 #1 and #2; 2009 #1 and #2; 2010 #1 and #2; 2011; 2012; 2013. Also approved was the destruction of Passport Transmittal forms from 7/14/2014 through 8/15/2015, to comply with U.S. Department of State guidelines.

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August 15th, 2017 Thirteenth day of the July term

IN THE MATTER OF
EMERGENCY MANAGEMENT
PERFORMANCE GRANT:

Corporal Mike Kirn, of the Phelps County Sheriff's Department and the county's Emergency Management Director, reported that he would be receiving reimbursement through the Department of Public Safety, now that his grant application had been approved.

IN THE MATTER OF
NEW WORLD/TYLER TECHNOLOGY:

Treasurer Carol Green, as well as local resident Chester Kojro, attended the meeting. Green spoke about negotiations with the New World Customer Service Representative regarding two items, one being the annual maintenance contract which may have modules in the thousands of dollars each which are not now, and never will be, used by the county. The other was the contract for on-site training by New World trainers. More information will be sought before any decision is made.

IN THE MATTER OF
TOUGH ON TRASH:

On a motion by Commissioner Stratman, seconded by Commissioner Hicks, the payment of the wireless phone bill for Tough on Trash was approved. Deputy Clerk Peter Cook attended to bring the Commission up to date on the state of the new grant application, which is due on August 18, 2017. Cook recommends increasing the funds requested, partially for increased mileage. He also suggested that mileage, rather than gallons used, should be used for reimbursement, as it is neater. The Commissioners agreed.

IN THE MATTER OF
FLOODPLAIN MANAGEMENT:

The Commission discussed the extension of CDBG 2014-PF-12 for the statewide flood assistance coordinator. Guidance has been provided by Bonnie Prigge, Chair of the Missouri Association of Councils of Governments (MACOG). The additional \$60,000.00 in the extension of the CDBG which originally funded Northwey Outer Road will leverage an equal number of federal dollars to pay for a statewide flood coordinator for two years. The Missouri Department of Economic Development has had their counsel review this arrangement.

IN THE MATTER OF
PHELPS/MARIES HEALTH
DEPARTMENT DIRECTOR:

Health Department Director Michelle Steinkamp, and her Assistant Director Ashley Wann, reported to the Commission about Steinkamp's remaining projects as she approaches her departure from the county.

IN THE MATTER OF
COUNTY ROAD PROPERTY:

Superintendent of Roads Walter Snelson asked the Commission regarding the sale of the county's property at the intersection

PHELPS COUNTY COMMISSION RECORD

August 15th, 2017 Thirteenth day of the July term

COUNTY ROAD PROPERTY, Continued:

of Roads 1050 and 1080. Since the prospective buyer has been silent for some weeks about the property, Snelson was given approval from the Commission to store gravel there, should he find it necessary.

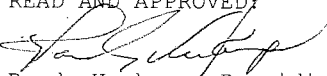
IN THE MATTER OF
TRANSPORTATION ADVISORY
COMMITTEE:

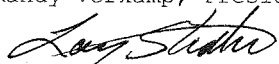
Commissioner Stratman gave a report about the recent TAC meeting where it was announced that Phelps County ranked just behind Boone County and the two large metropolitan areas for road fatalities so far this year. He said the State Board of Highway Safety will hold its meeting in Rolla in September.

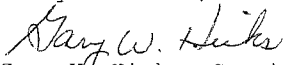
IN THE MATTER OF
ACCOUNTS PAYABLE:

The Commission reviewed payment of 7 invoices and 141 invoices in the amounts of \$5,217.66 and \$105,731.16, respectively.

READ AND APPROVED:


Randy Verkamp, Presiding Commissioner


Larry Stratman, Commissioner District 1


Gary W. Hicks, Commissioner District 2

PHELPS COUNTY COMMISSION RECORD

August 17th, 2017 Fourteenth day of the July term

Now at this the 17th day of August 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
COMMUNITY DEVELOPMENT
BLOCK GRANT EXTENSION:

Paperwork was presented to authorize the Missouri Association of Councils of Governments to use the CDBG for Northwe Outer Road, CDBG 2014-PF-12, for \$60,000.00 in state funds to leverage \$60,000.00 in federal funds for a statewide flood recovery specialist. Rolla Daily News Editor John Buckner and Phelps County Focus Staff Writer Andrew Sheeley were referred by Presiding Commissioner Randy Verkamp to MACOG President Bonnie Prigge for any questions they might have.

IN THE MATTER OF
DOOLITTLE RURAL
FIRE PROTECTION DISTRICT:

Paul Smith, Mayor of Doolittle and Chair of the Doolittle Rural Fire Protection District board, inquired of the clerk whether a fire district was required to pass an ordinance to set a fire levy. The clerk said this was not required, just a public hearing and a motion passed by the board.

IN THE MATTER OF
TOUGH ON TRASH:

Funded by the Tipping Fee at county landfills, the Ozark Regional Solid Waste Management District is requesting Phelps County's 13th annual Tough on Trash grant application. Deputy Clerk Peter Cook intends to request \$12,145 for the coming year. Commissioner Hicks suggested changing the responsibility for recruitment to the Commission, but Cook suggested leaving it a joint responsibility between the Commission and the Road employee involved, as that would allow said employee the option of recruiting community members should the opportunity arise. On a motion by Commissioner Stratman, seconded by Commissioner Hicks, the grant application was approved.

IN THE MATTER OF
GASCONADE RIVER
ACCESS AT JEROME:

Buckner inquired about the timeline for re-opening the Jerome river access. Commissioner Hicks said that the Department of Conservation is not planning on rehabilitating the parking area there, where flooding rearranged huge amounts of gravel.

IN THE MATTER OF
ROADS:

PHELPS COUNTY COMMISSION RECORD

August 17th, 2017 Fourteenth day of the July term

ROADS, Continued:

Superintendent of Roads Walter Snelson came to discuss several bridges overtopped by water due to last night's rain; there are fallen trees to remove. He also discussed trap rock bids and chip and seal. On a motion by Commissioner Hicks, seconded by Commissioner Stratman, the state bid for trap rock was approved for adoption. Snelson discussed work on Road 5285.

IN THE MATTER OF
FLAP GRANT 990(597):

An amendment was requested by MoDOT to this FLAP grant to correct a typographical error, which had set the County's reimbursement rate at 19.31% rather than 80.69%. On a motion by Commissioner Stratman, seconded by Commissioner Hicks, this was approved.

IN THE MATTER OF
TOTAL SOLAR ECLIPSE:

Because Rolla would experience a near-total solar eclipse in the early afternoon of August 21, 2017, some office holders inquired about office closing. Collector Davis Haas, Assessor Bill Stoltz, Public Administrator Kathy Oliver, and Recorder Robin Kordes attended. The Health Department will be closed from noon to 2:00 p.m. Kordes said that Franklin and Boone Counties are closing from 12:30 to 2:00 p.m.; they are experiencing a total eclipse. Classes at the Missouri S&T are not universally cancelled; it is the first day of the fall semester.

IN THE MATTER OF
COUNTY INVESTMENTS:

Treasurer Carol Green came to discuss strategies for good stewardship of county resources.

IN THE MATTER OF
DEPUTY TREASURER:

At the request of Green, her employee Pam Cochran was designated Deputy Treasurer on a motion by Commissioner Stratman, seconded by Commissioner Hicks.

IN THE MATTER OF
NEW WORLD/TYLER TECHNOLOGIES:

This company, the provider of the financial software used by the County, has offered 20 days of on-site training in the county for the purchase of 10 days. Some of this training could be done remotely via computer, which could save the county significant travel costs. The Commission deliberated on who would be a candidate for training on this program; the current clerk received little or no training in this very complex and non-intuitive system. Her payroll and accounts payable clerks have received some training, but for the most part have had hands-on training and are more self-taught. Everyone in the clerk's office and even personnel in some other departments who have privileges that might be described as "read-only" have had multiple complaints with the New World software; the company was

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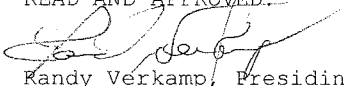
NEW WORLD/TYLER TECHNOLOGIES, Continued:


acquired in late 2015 by Tyler Technologies. Tyler has long marketed a smaller, less complex financial software package known as Encode, used by many of Phelps' neighboring counties. New World currently has only one user in Missouri, the City of St. Louis having ceased using it. It does, however, have users in other states, particularly Michigan. On a motion by Commissioner Stratman, seconded by Commissioner Hicks, the contract for training was approved. The second contract, for annual maintenance, was for over \$25,000.00 and included several milestones that the county has been paying for but has never used, such as Financial Analytics and Payroll Analytics. These together cost over \$2,500.00 annually. There are other milestones that may also need to be eliminated from the billing of the county.

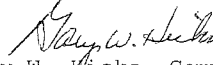
IN THE MATTER OF
ACCOUNTS PAYABLE:

The Commission reviewed and approved payment of 10 invoices and 346 invoices, for petit juror pay, in the amounts of \$5,444.06 and \$4,375.76.

READ AND APPROVED:


Randy Verkamp, Presiding Commissioner


Larry Stratman, Commissioner District 1


Gary W. Hicks, Commissioner District 2

PHELPS COUNTY COMMISSION RECORD

August 22nd, 2017 Fifteenth day of the July term

Now at this the 22nd day of August 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
MISSOURI DEPARTMENT
OF CONSERVATION:

The Missouri Department of Conservation notified Phelps County that CART funds from MDC for purchase of gravel on roads leading to MDC properties would not be available for 2017. Phelps County Focus Staff Writer Andrew Sheeley was present.

IN THE MATTER OF
NORTHWYE OUTER ROAD:

Collector Davis Haas came to inquire about the schedule for opening the new road. The Commission discussed with him the work remaining. Local officials and residents were contacted by phone from the meeting by Presiding Commissioner Verkamp to notify them of the opening, to occur Tuesday, August 29, 2017 at the east end of the road segment at 9:00 a.m. Superintendent of Roads Walter Snelson reported that the seeding to be done returned an estimate over \$11,000; this was felt far in excess of typical rates locally and the Commission recommended that bids be obtained.

IN THE MATTER OF
PHELPS COUNTY SHERIFF:

Sheriff Rick Lisenbe stopped by to discuss plans for storage of groundskeeping equipment by his department.

IN THE MATTER OF
COUNTY LAND:

Presiding Commissioner Verkamp reported that the interested buyer for the land at the intersection of roads 1050 and 1080 was in the process of completing preparatory paperwork.

IN THE MATTER OF
COUNTY INVESTMENTS:

Treasurer Carol Green came to discuss a visit to the Commission from a representative of MoSIP, Missouri Securities Investment Program. MoSIP provides school districts, municipalities, counties, and other political subdivisions with effective tools for meeting their cash flow and investment needs.

IN THE MATTER OF
TOTAL SOLAR ECLIPSE:

Local resident Chester Kojro came to relate his experiences seeing the total solar eclipse that was visible across a diagonal swath of the state on Monday, August 21, 2017.

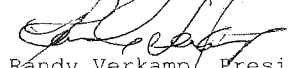
PHELPS COUNTY COMMISSION RECORD

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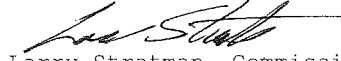
IN THE MATTER OF
ACCOUNTS PAYABLE:

The Commission reviewed and approved payment of 48 invoices in
the amount of \$145,145.89.

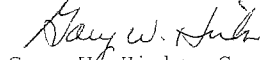
READ AND APPROVED:



Randy Verkamp, Presiding Commissioner



Larry Stratman, Commissioner District 1



Gary W. Hicks, Commissioner District 2

PHELPS COUNTY COMMISSION RECORD

August 24th, 2017 Sixteenth day of the July term

Now at this the 24th day of August 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 FLOOD DISASTER:

John Buckner, Editor of the Rolla Daily News, and Andrew Sheeley, Staff Writer for the Phelps County Focus, were present. The clerk reported two early payments for DR 4317, the April-May 2017 declared flood disaster, totaling \$8,579.42 for road work.

IN THE MATTER OF MERAMEC REGIONAL PLANNING COMMISSION:

Commissioner Hicks reported on the morning's meeting with MRPC, the first of several "Meramec Morning" gatherings planned.

IN THE MATTER OF CART FUNDS:

Treasurer Carol Green reported on the CART funds for the month, receipts being \$62,117.59, \$15,872.61, and \$6,661.16 for gas tax, motor vehicle sales tax, and motor vehicle fees, respectively.

IN THE MATTER OF COUNTY INVESTMENTS:

Green also briefly discussed the Missouri Securities Investment Program (MoSIP), offering 0.99% as opposed to the current institution's 0.3% interest rate on checking. Their CD rate is currently 1.52%, compared to the county's current rate of 0.95%. Fees were not available, however. An informational presentation from MoSIP is being scheduled.

IN THE MATTER OF NEW WORLD/TYLER TECHNOLOGIES:

Green also provided information about the state of the maintenance contract negotiations with the company, which provides the county's financial software.

IN THE MATTER OF NATIONAL RESOURCE CONSERVATION SERVICE:

John Feistner, Teresa Woods, and Malinda Burch with the NRCS came to discuss the preliminary damage survey reports needed for application for streambank stabilization funding. The projects being considered are along Roads 7550 and 7360. Feistner had one copy of draft documents which he felt might materially change; preliminarily, there was not a benefit-cost ratio above 1.0. Though a ratio above 1.0 ordinarily is needed for

PHELPS COUNTY COMMISSION RECORD

August 24th, 2017 Sixteenth day of the July term

NATIONAL RESOURCE CONSERVATION SERVICE, Continued

approval, when questioned by Presiding Commissioner Verkamp, Feistner felt the projects were likely to be eligible. Feistner said he had an incomplete understanding of why some projects would be considered for funding and others not; he also suggested that the federal agency might accumulate requests for funding to a certain amount and then approve an award. Discussion regarding prioritization of requests followed. Local resident Curt Voss and Coroner Andy Davis then entered. Buckner asked if bundling the projects increased the likelihood of funding; Commissioner Hicks said that Road 7360 was a bus route and flooding had closed the road and created transportation difficulties from that standpoint. This was followed by a detailed discussion about the application process, use of local forces, deadlines, labor rates, non-coverage of engineering costs, and memoranda of understanding.

IN THE MATTER OF
PUBLIC ADMINISTRATOR:

Public Administrator Kathy Oliver reported to the Commission that a local bank has asked her to perform conservator duties for free, which she cannot do without a court order and a fee.

IN THE MATTER OF
CLOSED SESSION:

On a motion by Commissioner Stratman, seconded by Commissioner Hicks, the meeting entered closed session pursuant to RSMo 610.021 (3), for a personnel matter. The meeting returned to open session at 1120 on a motion by Commissioner Stratman, seconded by Commissioner Hicks.

IN THE MATTER OF
PHELPS/MARIES HEALTH
DEPARTMENT DIRECTOR:

Outgoing Phelps/Maries Health Department Director Michelle Steinkamp came to discuss salary arrangements as she tapers off her involvement, for herself, and for Assistant Director Ashley Wann as she assumes more responsibility.

IN THE MATTER OF
PHELPS/MARIES HEALTH
DEPARTMENT FOOD CODE:

Steinkamp said she would be visiting with the Maries County Commission about her proposed food code on Thursday, August 31, 2017. She is being advised in the drafting of the code by the Phelps County Prosecutor's office.

IN THE MATTER OF
PHELPS COUNTY CORONER:

Deputy Clerk for Accounts Payable Shell Howard requested and received clarification for the use of the county credit card for a purchase by Coroner Andy Davis; funding was approved already. This would be for a special stretcher for the back of the new vehicle he will be using.

PHELPS COUNTY COMMISSION RECORD


August 24th, 2017 Sixteenth day of the July term

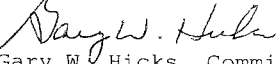
IN THE MATTER OF
1972 JAIL RENOVATION:

The status of the 1972 Jail Renovation was discussed.

READ AND APPROVED:


Randy Verkamp, Presiding Commissioner


Larry Stratman, Commissioner District 1


Gary W. Hicks, Commissioner District 2

PHELPS COUNTY COMMISSION RECORD

August 29th, 2017 Seventeenth day of the July term

Now at this the 29th day of August 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
NORTHWYE OUTER ROAD:

The Commission convened at 9:00 a.m. at the east end of the Northwye Outer Road, near its junction with Highway V, to dedicate and formally open the new road to through traffic. They then returned to the courthouse for the remainder of their session. Phelps County Focus Staff Writer Andrew Sheeley was also present.

IN THE MATTER OF
EMERGENCY MANAGEMENT
PERFORMANCE GRANT:

On a motion by Commissioner Hicks, seconded by Commissioner Stratman, EMPG documents were signed and initialed by Presiding Commissioner Verkamp.

IN THE MATTER OF
ADDRESSING FOR
PRIVATE DRIVE 7136:

Clarence Bates and his daughter Carla Bates said that their private drive arises from the west side Highway 63 South. The address for Carla Bates is 13605 South US Highway 63; she said that a deputy with the Phelps County Sheriff's Department told them they could not park cars in their own driveway because the address was 13605 Private Drive 7136. This private drive parallels their driveway, also in an east-west direction but to the north; the western end of this private drive, however, is no longer continuous with the western end of their driveway which has its terminus on the property occupied by Clarence Bates. Tim Kean, PMM, GIS Coordinator for Phelps County, came to the meeting and clarified to all present that this has already been corrected in the Assessor's records. Presiding Commissioner Verkamp called the PCSD to make them aware of the newer and more limited extent of the private drive.

IN THE MATTER OF
DRONE FOOTAGE OF
NORTHWYE OUTER ROAD:

Local resident Chester Crider shared drone still photos and video footage obtained at the Northwye Outer Road dedication. Also present were local resident Chester Kojro.

IN THE MATTER OF
PHELPS/MARIES HEALTH
DEPARTMENT DIRECTOR:

Director Michelle Steinkamp came to discuss wage arrangements as

PHELPS COUNTY COMMISSION RECORD

August 29th, 2017 Seventeenth day of the July term

PHELPS/MARIES HEALTH DEPARTMENT DIRECTOR, Continued:

She separates from County employment. Commissioner Stratman suggested she assume status as an hourly contract employee, with no withholding and no benefits. He urged her to seek direction from Assistant Director Ashley Wann, soon to become Interim Director, with regard to the number of hours she would be needed. Steinkamp will work on preparing a contract.

IN THE MATTER OF
RECOGNITION OF
STATE SENATOR DR. DAN BROWN:

Presiding Commissioner Randy Verkamp called Dent County Presiding Commissioner Darrell Skiles about scheduling a presentation to be made to State Senator Dr. Dan Brown.

IN THE MATTER OF
OATH OF OFFICE FOR
INTERIM HEALTH DEPARTMENT DIRECTOR:

Ashley Wann was sworn in as Interim Health Department Director by the clerk, taking the oath prescribed by MO Constitution Article VII Section 11.

IN THE MATTER OF
PROPOSED FOOD CODE:

Interim Director Ashley Wann said the proposed food code will be presented to Maries County on Thursday, August 31. Steinkamp said that unlike the Missouri Food Code, her code includes the frequency of inspection and credentialing of food establishment employees. Currently the City of Rolla has the authority to close a food establishment but the County does not; the code will give the County that same authority. If the City of Rolla adopts a code under the County, the city would lose their enforcement capability; this would devolve to the County. Steinkamp said that with the State and their due process procedures, closure can take up to two weeks; she believes she could close establishments much more quickly. Steinkamp also believes she has a more detailed appeals process written into her proposed code. The city code has a fee structure based on gross sales, and not on risk; Steinkamp believes that risk-based fees are worth consideration, possibly even better and more reflective of the time her department will have to invest. In answer to a question posed by Commissioner Hicks, she said that sanitarian charges and food service permits have thus far brought in approximately \$20,000 this year. Presiding Commissioner Verkamp asked about Hancock Amendment compliance, and Steinkamp reported that counsel from the Prosecuting Attorney's office said Hancock did not apply as the funds were not receipted into the General Revenue Fund. Subsequently there was a lengthy discussion of a recent gas station fire and the length of time required for inspection of that facility; number of establishments outside the city of Rolla (approximately 40 percent); number of inspections for one-day events; mobile vendors; proposed new inspections under her code; farmer's markets exempt often under the Cottage Law; food handler training; no fees prescribed by Missouri Food Code.

PHELPS COUNTY COMMISSION RECORD

August 29th, 2017 Seventeenth day of the July term

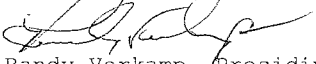
IN THE MATTER OF
COLLECTOR'S COURT ORDER:

On a motion by Commissioner Stratman, seconded by Commissioner Hicks, Collector's Court Order Certificate 2016-000038 Parcel 2016-7906 was approved.

IN THE MATTER OF
ACCOUNTS PAYABLE:

The Commission reviewed and approved 13 invoices in the amount of \$3,044.37 (grand jury pay); 76 invoices in the amount of \$66,521.07 (general invoices and contract pay); \$915.50 for garnishments and family support.

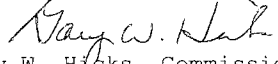
READ AND APPROVED:



Randy Verkamp, Presiding Commissioner



Larry Stratman, Commissioner District 1



Gary W. Hicks, Commissioner District 2

PHELPS COUNTY COMMISSION RECORD

August 31st, 2017 Eighteenth day of the July term

Now at this the 31st day of August 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
1972 JAIL RENOVATION:

Rolla Daily News Editor John Buckner and Phelps County Focus Staff Writer Andrew Sheeley were present. Phelps County Sheriff Rick Lisenbe discussed developments in the 1972 Jail renovation.

IN THE MATTER OF
RIDGEVIEW EXTENSION
MISSOURI HIGHWAY 72:

Local resident Alfred Chapman inquired if the planning and zoning of the Ridgeview Extension by the City of Rolla would permit commercial development on both sides.

IN THE MATTER OF
ROAD 8220:

Chapman asked when his road, County Road 8220, would be resurfaced. This led to a discussion of sources for gravel, the widely-held opinion locally that the Gasconade River channel was badly overdue for dredging and the fact that the state Department of Natural Resources was the primary reason this was not being achieved. Chapman said that he recalls a time when gravel plants were found every 10 miles on the Gasconade River, and Special Road and Bridge could be supplied with all the gravel needed from these plants. Presiding Commissioner Verkamp confirmed by telephone with the Road Department that Road 8220 was not on the list for 2017; Chapman requested his road be put on the list for 2018. He stated the road width was decreasing little by little with the work of the snowplows; he maintains that this road is used as a cutoff between County Road 8170 and Highway C.

IN THE MATTER OF
COUNTY PROPERTY IN
JEROME:

Local resident James Tomnitz came to inquire of the Commission whether county-owned property in Jerome would ever be sold. Since this property fell to the County under the flood buy-out agreement, the Commission told him it could not ever be sold or developed.

IN THE MATTER OF
MILEAGE REIMBURSEMENTS:

In response to a query from the clerk, the Commission said that requests for mileage reimbursements from County employees should have the origin, destination, date and purpose on the request.

PHELPS COUNTY COMMISSION RECORD

August 31st, 2017 Eighteenth day of the July term

IN THE MATTER OF COURTHOUSE LOST AND FOUND:

The clerk said her office would keep items left in the Courthouse for 30 days in a lost and found box, at which time they would be donated to charity.

IN THE MATTER OF WORKER'S COMPENSATION:

Deputy Clerk Tessa Piatt spoke with the Commission about alternatives for evaluation and treatment after workplace injuries. Recently an employee suffering a workplace injury had been evaluated at the hospital and given a follow-up appointment; he was refused when he returned for said appointment. This caused confusion and frustration. Hospital emergency room care is much more expensive for the County than care at the Mercy clinic (MyMercy) or the Rolla Family Clinic, and wait times are much longer. Piatt believes that employees need to appreciate the savings of their time and the County's costs when the emergency room can be reserved for major injuries. Commissioner Stratman said he was somewhat reluctant to tell people where to seek treatment; he said it should be emphasized as a suggestion. She will continue working on a handout to provide employees, reminding them that they have a choice to make for some injuries.

IN THE MATTER OF SENIOR COMPANIONS:

Senior Companions Director Jan Wiggins presented a memorandum of understanding with St. James Living Center, which was on a motion by Commissioner Hicks, seconded by Commissioner Stratman.

IN THE MATTER OF ROAD DEPARTMENT EQUIPMENT:

Michelle Bock of the Road and Bridge Department reported that a replacement loader had been located on the online auction site Purple Wave. A 2000 John Deere with 2800 hours, recent significant upkeep, an encouraging video of the equipment being used, this equipment's purchase was quite time-sensitive due to the mechanism of sale. An adequate balance exists in Fund 102, Road and Bridge Debt Service; the plan was to transfer funds to Fund 100. There will be a budget amendment to reflect this. The purchase needs to be made with a wire transfer for the \$40,000.00 price plus \$4,000.00 buyer's premium. Treasurer Carol Green was called into the meeting to discuss the arrangements that needed to be made, and she will personally see to the wire transfer being arranged with the bank. On a motion by Commissioner Stratman, seconded by Commissioner Hicks, this purchase was approved.

IN THE MATTER OF CLOSED SESSION:

On a motion by Commissioner Stratman, seconded by Commissioner Hicks, the meeting entered closed session pursuant to RSMo 610.021 (3) for a personnel matter, at 11:40 a.m. The meeting

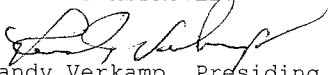
PHELPS COUNTY COMMISSION RECORD

August 31st, 2017 Eighteenth day of the July term

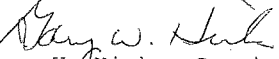
CLOSED SESSION, Continued:

returned to open session at 12:10 p.m. on a motion by
Commissioner Stratman, seconded by Commissioner Hicks.

READ AND APPROVED:


Randy Verkamp, Presiding Commissioner


Larry Stratman, Commissioner District 1


Gary W. Hicks, Commissioner District 2