

# PHELPS COUNTY COMMISSION RECORD

November 2, 2017 Tenth day of the October term

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

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

IN THE MATTER OF  
NOLTE COURT:

Local resident Alfred Chapman came to discuss this road in the College Hills III Subdivision. Rolla Daily News Editor John Buckner, Phelps County Focus Staff Writer Andrew Sheeley and Michelle Bock of the Road Department were also present. Chapman reported that William A. Stoltz had said the County did take possession of Nolte Court, and performed chip and seal on the road. Presiding Commissioner Verkamp said he thought there was some history of chip and seal being done on some part of the road. Bock interjected that chip and seal season was over. Chapman asked about getting put on the schedule for chip and seal, or short of that, if the road could be cut in and base rock put in, pending chip and seal. He maintained that the County had accepted the road, and thus would have the responsibility to maintain some length. Presiding Commissioner Verkamp asked about whether a survey needed to be done; Chapman said Bill Anderson surveyed it, but he was unsure if the survey pins were still there. Chapman said he wanted the road built to the standard that existed at the time the road was accepted, nothing more and nothing less. Commissioner Stratman said that different road standards existed at that time.

IN THE MATTER OF  
FEMA:

The clerk reported that, despite reserving the Sky Room up through the end of November only very recently, her office had been notified that FEMA wanted to perform a walk-through of the area on November 1, 2017. FEMA personnel left October 27, their equipment was removed October 30, and the walk through between Deputy Clerk Peter Cook and the representatives from the GSA were mutually satisfactory.

IN THE MATTER OF  
LIABILITY INSURANCE  
WITH MOPERM:

Dan Cavender visited with the Commission about liability coverage, as the renewal is at the end of the calendar year. Commissioner Stratman says that if the county were to leave MOPERM, coverage would not be available through them for a five year period. The duration of liability coverage, dividends, and alternative providers were discussed. Cavender spoke about a risk assessment form, now required by MOPERM. Employee practice liability has progressively become more and more significant; he offered that his company is able to generate an employee policy handbook as they have done for several other entities in the region. On a motion by Commissioner Stratman, seconded by

# PHELPS COUNTY COMMISSION RECORD

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LIABILITY INSURANCE WITH MOPERM, Continued:

Commissioner Hicks, the property coverage documents were approved. Cavender then asked about coverage for loss of income from the jail. Texas County recently had a fire in their jail and lost prisoner board revenue because of this. Other questions he had related to coverage of the 1972 jail and capacity of the current new jail.

IN THE MATTER OF  
EMPLOYEE MEDICAL INSURANCE:

The October 2017 Benefit Management Report from Group Benefit Services of Springfield, the County's third party administrator, were reviewed. The 81% loss ratio was stable. Commissioner Hicks noted that the roughly \$3,000 TPA fee was approximately 3% of a total monthly expense.

IN THE MATTER OF  
COURT ORDERS:

The Commission reviewed and approved Phelps County Court Orders 2016-0016 through 2016-0018.


IN THE MATTER OF  
ACCOUNTS PAYABLE:

The Commission reviewed and approved payment of 77 and 15 invoices for the amounts of \$160,058.99 and \$101,829.88, respectively. The former included payment for the county share of medical insurance.

READ AND APPROVED:

  
Randy Verkamp, Presiding Commissioner

  
Larry Stratman, Commissioner District 1

  
Gary W. Hicks, Commissioner District 2

**PHELPS COUNTY COMMISSION RECORD**  
**November 7, 2017 Eleventh day of the October term**

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

Randy Verkamp, Presiding Commissioner  
Larry Stratman, Commissioner District  
Pamela K. Grow, Phelps County Clerk

IN THE MATTER OF  
COURT ORDERS:

Rolla Daily News Editor John Buckner and Phelps County Focus Staff Writer Andrew Sheeley were present. Court Orders numbered PCCO 2017-0019 and 0020 were approved on a motion by Commissioner Stratman, seconded by Presiding Commissioner Verkamp.

IN THE MATTER OF  
FRIDAY AFTER THANKSGIVING:

The clerk reported that the Governor on November 1, 2017 had issued a proclamation that state offices would be closed on November 24; the Chief Justice of the Missouri Supreme Court on November 2, 2017 had declared that the courts were to be closed that day; the Presiding Judge of the 25<sup>th</sup> Judicial Circuit, John Beger, on November 3, 2017 had ordered that the offices of the 25<sup>th</sup> Judicial Circuit were to be closed that day. On a motion by Commissioner Stratman, seconded by Presiding Commissioner Verkamp, the Phelps County Courthouse was ordered to be closed on Friday, November 24, 2017.

IN THE MATTER OF  
PHELPS COUNTY EMERGENCY  
SERVICES BOARD:

The clerk notified the Commission that the chair of the PCESB had resigned voluntarily and Paul Volkmer had taken his place as chair. The vacancy on the board may be filled by the remaining members.

IN THE MATTER OF  
COUNTY CLERK'S TURNOVER:

The clerk notified the Commission, pursuant to RSMo 50.560, that she had received \$2,025.00 in the month of October in passport fees and \$285.55 in other fees in her office, both of which were documented in receipts she received from County Treasurer Carol Green.

IN THE MATTER OF  
CCAM:

The Commission received a letter and a draft resolution from the County Commissioner's Association of Missouri (CCAM) outlining concerns related to public utility company work infringing on private property rights and the potential use of eminent domain by utility companies with no service area in Missouri.

# PHELPS COUNTY COMMISSION RECORD

November 7, 2017 Eleventh day of the October term

IN THE MATTER OF  
ROADS:

Superintendent of Roads Walter Snelson and Road Department Assistant Michelle Bock came to report that between 40 and 42 miles of roads in the County had received double layers of chip and seal treatment; there were no single layers used. Buckner asked about the lifespan of chip and seal; Snelson said that if it was double, it was 5 to 8 years. There is a significant amount of FEMA work to be done; equipment repair was discussed.

IN THE MATTER OF  
NOLTE COURT:

Presiding Commissioner Verkamp stated the belief of some that there was very old chip and seal on the road under the brush, and Snelson disagreed. Bock had investigated the payment records for chip and seal of the road with Treasurer Carol Green; a Roger Smith was the only individual ever recorded as paying for chip and seal on Nolte Court and that occurred in 1995. This had extended only a short distance to the west of the last driveway constructed. There was a protracted discussion of which set of surveying pins would be relied upon; when the subdivision plat was established; the relationship (if any) between the County's acceptance of a plat and the County's acceptance of a road and what (if any) were the County's obligations. Commissioner Stratman expressed uncertainty about a report that the entirety of the road had been finished with chip and seal.

IN THE MATTER OF  
VOTER CANVASS:

The clerk notified the two journalists present of the impending voter canvass, done by USPS by mailing voter registration cards.

IN THE MATTER OF  
SENIOR COMPANIONS:

Senior Companions Director Jan Wiggins came to discuss funding for her program. She has hours that need to be filled and is recruiting volunteers.

IN THE MATTER OF  
CITIZEN INPUT:

Local resident Chester Kojro came to discuss the narrowing of US 63 past the Missouri S&T Residence College at University Drive. He feels that this is the main impediment to widening Highway 63, which then contributes to the need for a bypass route. Commissioner Stratman suggested that MoDOT and the City of Rolla had at one point been in favor of widening 63 to four lanes, but that businesses on either side just north of Vichy Road had been allowed to impinge on the available width there. Local resident Gary Heavin discussed potentials for property transfers and sales leading to development, and also asked the Commission to consider doing whatever they could to clean up the I-44 median area approaching Rolla.

# PHELPS COUNTY COMMISSION RECORD

November 7, 2017 Eleventh day of the October term

IN THE MATTER OF  
TOUGH ON TRASH:

Deputy Clerk Peter Cook discussed community outreach on behalf of the Tough on Trash program on the part of the Commission.

IN THE MATTER OF  
ACCOUNTS PAYABLE:

The Commission reviewed and approved payment of 81 invoices totaling \$150,693.42.

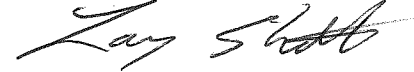
IN THE MATTER OF  
CLOSED SESSION:

Pursuant to RSMo 610.021.1, Commissioner Stratman moved and Presiding Commissioner Verkamp seconded that the meeting go into closed session at 1100. No actions were taken and Commissioner Stratman moved, Presiding Commissioner Verkamp seconded the return to open session at 11:36.

READ AND APPROVED:



Randy Verkamp, Presiding Commissioner



Larry Stratman, Commissioner District 1

Gary W. Hicks, Commissioner District 2

## **PHELPS COUNTY COMMISSION RECORD**

**November 9, 2017 Twelfth day of the October term**

Now at this the 9th day of November 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 DONATIONS BY COUNTY EMPLOYEES:**

Tracy Limmer, with Greater Rolla Area Charitable Enterprise (GRACE), came to accept the Thanksgiving food boxes donated by the County employees. Local residents Faith Barnes and Alfred Chapman and Phelps County Focus Staff Writer Andrew Sheeley were also present. Multiple boxes had been prepared for families, which would be supplemented by donations from Phelps County Regional Medical Center of the perishable turkey, eggs, and butter. Limmer expressed appreciation on behalf of GRACE to the County personnel for their generosity.

### **IN THE MATTER OF SHERIFF'S DEPARTMENT VEHICLES:**

Two vehicles belonging to the PCSD were sold on Gov Deals. The date of sale was 11-7-17; a 2012 Dodge Charger with 135,636 miles was sold for \$8,002; a 2003 Ford Van was sold for \$4,700. Presiding Commissioner Verkamp signed the titles and they were to be forwarded to Cpl. Mike Kirn.

### **IN THE MATTER OF NOLTE COURT:**

Local resident Alfred Chapman attended for an update on his concern regarding Nolte Court. He may have a buyer for land that he has along the trajectory of the road as platted; he will be less able to sell the property without a road serving it. It is his belief that his property is devalued because of the lack of a road; Commissioner Hicks asked how this could be, as there was no road or cul-de-sac there when he bought the land; he said it was the developer's responsibility to build the road. A discussion of county versus public roads followed. Chapman asked for a letter that he could present to a potential buyer, which would describe the county's intentions.

### **IN THE MATTER OF CITIZEN INPUT:**

Local resident Chester Crider visited the Commission. Returning resident Bill Aaron stopped in to visit.

### **IN THE MATTER OF ROADS:**

A road concern of local resident Judy Harris on Road 6160 was discussed.

# PHELPS COUNTY COMMISSION RECORD

November 9, 2017 Twelfth day of the October term

IN THE MATTER OF  
COURT ORDERS:

On motion by Commissioner Hicks, seconded by Commissioner Stratman, court orders numbered PCCO 2016-0017, PCCO 2017-0021, both on the same property that had value removed secondary to fire, were approved. Also, court orders for property split from another parcel due to sale, numbered 2017000043 through 2017000052, were approved.

IN THE MATTER OF  
25<sup>TH</sup> JUDICIAL CIRCUIT  
BUDGET:

The clerk notified the Commissioners that the annual Circuit Budget meeting would occur 12/1/2017 at 10:00 in the Phelps County Courthouse.

IN THE MATTER OF  
AFLAC OPEN ENROLLMENT:

Deputy Clerk Lisa Dowdy for Human Resources spoke with the Commission about scheduling AFLAC open enrollment.

IN THE MATTER OF  
CERTIFICATION OF  
COUNTY HEALTH ORDINANCES:

At the request of MRPC, this form was completed after a motion by Commissioner Hicks, seconded by Commissioner Stratman.

IN THE MATTER OF  
ACCOUNTS PAYABLE:


The Commission reviewed and approved payment of 27 invoices in the amount of \$12,999.34.


IN THE MATTER OF  
PAYROLL:

The Commission reviewed and approved payroll for November 15, 2017, with net salaries of \$171,631.82, federal withholding of \$62,483.25, and state withholding of \$8,158.50.

READ AND APPROVED:

  
Randy Verkamp, Presiding Commissioner

  
Larry Stratman, Commissioner District 1

  
Gary W. Hicks, Commissioner District 2

# **PHELPS COUNTY COMMISSION RECORD**

**November 14, 2017 Thirteenth day of the October term**

Now at this the 14th day of November 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 CITIZEN INPUT:**

Local resident Angie Whitson came to report a concern on her road, Cedar Grove Lane. She said large trucks had been using the road as a turn-around, when the road actually has no outlet on the west. Recently she said a vehicle tore out her fence and her horse escaped. She requested a sign designating "No Outlet" or "No Trucks."

## **IN THE MATTER OF CORNER REMONUMENTATION:**

The agreement with the Missouri Department of Agriculture was returned with signatures of Ron Heimbaugh, PLS, State Land Surveyor and Ronald G. Hayes, Director, Division of Weights, Measures, and Consumer Protection; Presiding Commissioner Verkamp had signed on October 10, 2017. This program involves delineation of section and quarter section corners of the United States Public Land Survey. The contract, No. 18-11, outlines that the County and the Missouri Department of Agriculture mutually agree upon the employment of the county surveyor; the scope of services to be provided by the surveyor; the Department furnishing all monument materials; the procedure to follow including deadlines; a termination clause; method for amendment; reimbursement of \$300.00 from the Department to the county for each corner not to exceed \$3900.00 for thirteen corners; and the contract period.

## **IN THE MATTER OF SALARY COMMISSION:**

The Commission discussed the meeting of the Salary Commission with the clerk and Collector Davis Haas. Presiding Commissioner spoke with Circuit Clerk Sue Brown about calling the meeting.

## **IN THE MATTER OF COURT ORDERS:**

The abatement of 75% of the assessed value of the personal property at the Hartmann US, INC installation was presented. This would comply with the performance agreement between the city of Rolla and the company under RSMo Sections 100.010 through 100.200. The city of Rolla will acquire the project equipment and lease it to the company; there will be no personal property taxation as the city is exempt. Per the agreement, the company will make a payment of 25% of the personal property tax that would otherwise be due to the Phelps County Collector as a PILOT, or payment in lieu of taxes. The tax is reduced from \$106,125.72 to \$26,531.42, which will be apportioned to the taxing districts for that tax code area. Notably, the city of



# PHELPS COUNTY COMMISSION RECORD

November 14, 2017 Thirteenth day of the October term

COURT ORDERS, Continued:

Rolla will not receive any of the PILOT as substitute for personal property tax, since the city does not tax personal property. The taxing districts that will receive their portion of the PILOT are the state, the County General Revenue fund, the Special Road and Bridge fund, the Developmentally Disabled fund and Rolla-31 Public School district. On a motion by Commissioner Hicks, seconded by Commissioner Stratman this court order was approved. Real estate court orders numbered 2017000053 through 2017000073 were reviewed; all of these were for "splits" due to the sale of part of a parcel save for 2017000071. The latter was for 100% abatement of residential land and residential building assessed value of \$185,600 due to the purchase of this property by the Curators of the University of Missouri. These were approved on a motion by Commissioner Hicks, seconded by Commissioner Stratman.

IN THE MATTER OF  
ROADS:

Michelle Bock of the Road Department visited with the Commission about signage at several places and a shared sick leave pool. The clerk will contact another clerk in a county which permits sick leave donation, for details.

IN THE MATTER OF  
1972 JAIL RENOVATION:

Updates on this project were discussed.

IN THE MATTER OF  
CITIZEN INPUT:

Local resident Chester Kojro came to observe that the granite sign in front of the Courthouse seems to be stained.

IN THE MATTER OF  
EVERBRIDGE MASS NOTIFICATION:

The quote for Everbridge Mass Notification system, stable at \$14,950 for 2018, was approved on a motion by Commissioner Stratman, seconded by Commissioner Hicks.

IN THE MATTER OF  
CLOSED SESSION:

On a motion by Commissioner Stratman, seconded by Commissioner Hicks, the meeting entered closed session at 11:00 pursuant to RSMo 610.021.1. No actions were taken, and the meeting resumed in open session on a motion by Commissioner Stratman, seconded by Commissioner Hicks, at 11:14.

IN THE MATTER OF  
PHELPS COUNTY CORONER:

Coroner Andy Davis came to discuss his persistently increasing workload. He will be attending a Mass Fatality Planning Conference next month.

# PHELPS COUNTY COMMISSION RECORD

November 14, 2017 Thirteenth day of the October term

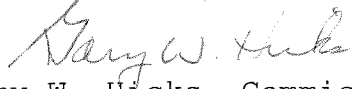
IN THE MATTER OF  
ACCOUNTS PAYABLE:

The Commission reviewed and approved accounts payable for one invoice for Senior Companions stipends and bills in the amount of \$19,449.74 and 79 invoices in the amount of \$142,882.12.

READ AND APPROVED:

  
Randy Verkamp, Presiding Commissioner

  
Larry Stratman, Commissioner District 1

  
Gary W. Hicks, Commissioner District 2

## PHELPS COUNTY COMMISSION RECORD

November 16, 2017 Fourteenth day of the October term

Now at this the 16th day of November 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 BUYOUTS:

Tammy Snodgrass, Assistant Director of MRPC, was present. Also present were Rolla Daily News Editor John Buckner, Phelps County Focus Staff Writer Andrew Sheeley, Sheriff Rick Lisenbe, Jail Administrator Lt. Matt Shults, local resident Faith Barnes, and Jack Mentink, P.E. Snodgrass presented the technical agreement and pre-application documents for approximately a dozen properties in Jerome and the Sporthaven area, with repetitive losses due to flooding. One agreement pertained to properties with flood insurance; the second pertained to those without. Snodgrass said there was some doubt as to whether the second group would be covered. These were approved as moved by Commissioner Stratman, seconded by Commissioner Hicks.

IN THE MATTER OF  
1972 JAIL RENOVATION:

Jack Mentink, P.E., Principal with Integrity Engineering and Project Manager, presented his information for the Phelps County Jail Annex Renovation. He provided specifications approximately 600 pages in length, including 54 plan sheets. Mentink stated there were many requirements to be met in construction of detention facilities. He briefly spoke about the site plan; no great deal of work will be required aside from changes to the entrance and storm water drainage. He then provided a deal of detail about the floor plan and renovation to bring the facility into code compliance with fire sprinkler system in the full facility; complete revision of the doors and hardware; fiber optic connection with the 1994 Jail supplying access to all controls; additional mechanical closets. The design occupancy will be for 60 prisoners, an increase from the 40 originally envisioned. More than 50 video cameras will oversee the space. Moving on, Mentink elaborated on the elevation, with changes planned for the windows, fascia, and refurbishing the brick exterior. Cost estimates were discussed; contractors are not to have access to these. Bid documents are to be procured through Integrity Engineering, and bids will be opened at 10:00 a.m. on Thursday, December 21. Aside for two contractors with a pre-negotiated arrangement because of their existing relationships with PCSD and their specialty work, normal bid bonds will be required at 100% of performance, with payment bond as well. There will be a 210 day contract term, with \$500 per day late charge. Utility and personnel costs were discussed with Lisenbe. The renovation will be funded fully from the drug forfeiture monies. Sheeley asked about the per diem rate for federal prisoners; for PCSD it stands currently at \$54, but many agencies receive more and future negotiations are contemplated. Presiding Commissioner Verkamp said nothing should put the County or PCSD at financial risk.

# PHELPS COUNTY COMMISSION RECORD

November 16, 2017 Fourteenth day of the October term

1972 JAIL RENOVATION, Continued:

On a motion by Commissioner Stratman, seconded by Commissioner Hicks, approval was given for solicitation of bids for the 1972 Jail Renovation Project.

IN THE MATTER OF  
NORTHWYE:

Michelle Bock of the Road & Bridge Department attended. In response to her inquiry, Presiding Commissioner Verkamp said that the silt fence at the Northwye Outer Road was the county's responsibility to remove. Other roads and chip and sealing were discussed.

IN THE MATTER OF  
SALES TAXES:

Treasurer Carol Green presented sales tax receipts for November. The county 1/2% sales tax and LEST 0.375% sales tax amounts were \$165,407.82 and \$124,055.86, respectively. These numbers were a decrease of 15.47%, 2.22%, and 2.99% in the month-to-month, YTD, and rolling 12 month comparisons, respectively.

IN THE MATTER OF  
SUNSHINE LAW REQUEST:

Local resident and property owner Alfred Chapman attended and asked for the following information under the Sunshine Law with a letter: information from 1960 through the end of 1986 of "...any records or agreements between Phelps County and developer where county has accepted the plats of College hills subdivision but not the roads in the development. These recorded maybe on but not limited to these dates. College hills plat 2-24, 1962 and College Hills plat, 6-20 1985 Deed Box page 341 to 339." The clerk will research his request for information.

IN THE MATTER OF  
COUNTY MEDICAL INSURANCE:

Marvin Meyer of Group Benefit Services in Springfield, the third party administrator for the County's employee medical insurance, presented the premium structure for 2018. Also present were Cansada Hines and Emily Stratman with Jenks/Long Insurance. Review of key performance indicators showed significant improvement of average amount medical paid per employee per month, from \$521.53 PEPM for CY 2016 to \$351.02 PEPM January-October, 2017. Thus, for all practical purposes, the premium structure will remain the same. Medical shock claims, or total claims over specific, were roughly \$53,000; this was markedly less than CY 2016 which showed almost \$400,000 in claims over specific. U.S. Fire and Casualty elected not to bid for reinsurance again; this will be procured from Indigo Gerber. Meyer recommended the county reserve the Gerber Reinsurance Stop-Loss at this point, which was approved on a motion by Commissioner Hicks, seconded by Commissioner Stratman. Meyer will be in touch with Lisa Dowdy, Human Resources Deputy Clerk and the county clerk to schedule open enrollment.

# PHELPS COUNTY COMMISSION RECORD

November 16, 2017 Fourteenth day of the October term

IN THE MATTER OF  
ACCOUNTS PAYABLE:

The Commission reviewed and approved accounts payable for payment of 18, 7, and 252 (juror pay) invoices in the amounts of \$64,845.22, \$6,128.64, and \$3,464.39, respectively.

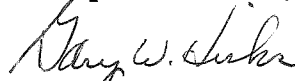
IN THE MATTER OF  
COURT ORDERS:

The Commission reviewed and approved Court Order 2017-0022 from the Assessor on Account # 04644.00 for a natural disaster abatement, and real estate court orders 2017000074-2017000086 and 2017000091-2017000132, for properties being split at sale.

READ AND APPROVED:

  
Randy Verkamp, Presiding Commissioner

  
Larry Stratman, Commissioner District 1

  
Gary W. Hicks, Commissioner District 2

# PHELPS COUNTY COMMISSION RECORD

November 21, 2017 Fifteenth day of the October term

Now at this the 21st day of November 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 recorded minutes in the absence of the clerk.

IN THE MATTER OF  
OFFICE OF STATE COURTS  
ADMINISTRATION GRANT:

Judge Ralph Haslag came to speak with the Commission about this grant, first presented in July 2017. This will aid underprivileged people in securing legal counsel for domestic matters.

IN THE MATTER OF  
FLOOD PLAIN ADMINISTRATION:

The Commissioners reviewed and approved an invoice from MRPC for flood plain administration from July to September, 2017 in the amount of \$1,583.25.

IN THE MATTER OF  
TRANSPORTATION DEVELOPMENT  
DISTRICT AND 72 EXTENSION:

Bids 27% lower than expected had been opened for the Missouri Highway 72 Extension.

IN THE MATTER OF  
CITIZEN INPUT:

Local resident Chester Kojro attended the meeting.

IN THE MATTER OF  
ACCOUNTS PAYABLE:

Accounts payable in the amount of \$24,540.46 was reviewed and approved.

IN THE MATTER OF  
COUNTY MEDICAL INSURANCE  
OPEN ENROLLMENT SCHEDULING:

On a motion by Commissioner Stratman, seconded by Commissioner Hicks, open enrollment with Group Benefit Services of Springfield, the third party administrator of the county's partially self-funded medical plan, was set for December 7 and 8, 2017.

IN THE MATTER OF  
COURT ORDERS:


These were approved and signed by the Commission.

**PHELPS COUNTY COMMISSION RECORD**

**November 21, 2017 Fifteenth day of the October term**

READ AND APPROVED:

  
Randy Verkamp, Presiding Commissioner

  
Larry Stratman, Commissioner District 1

  
Gary W. Hicks, Commissioner District 2





# PHELPS COUNTY COMMISSION RECORD

November 28, 2017 Sixteenth day of the October term

Now at this the 28th day of November 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 BOARD FOR THE  
DEVELOPMENTALLY DISABLED  
BUDGET HEARING:

Michael Speak, Chairman of the PCBDD ("Board"), presented his budget for 2018 to the Commission. Also present were Rolla Daily News Editor John Buckner and Phelps County Focus Staff Writer Andrew Sheeley. Speak said that during the November meeting, all agencies funded by the Developmentally Disabled property tax levy were present. These were Choices for People, Phelps County Innovation Solutions (previously the Sheltered Workshop), Kyle Center, Recreation for the Handicapped, Camp Brim Shire, People First, Preferred Family Healthcare, Capable Kids, and the proposed recreational expenses for the handicapped. He gave an overview of the origin of the funding mechanism, through passage of Senate Bill 40 in 1969, hence "SB40" occurring in the name of the board in many other counties. Phelps County is fortunate in that there is no waiting list. Speak said that the Board hired Brenda Rocoberto as an executive director to manage the services such as case management that the state turned over to them. She has 12 employees and a \$1 million budget, separate from the tax levy money, which comes from payments from the state for client services. Speak said that she undergoes frequent scheduled audits. The Board would like to have Rocoberto disburse the \$18,000 for recreation in 2018. He then provided some information about the funding requests for several of the agencies. Phelps County Innovation Solutions needs ADA compliant modifications to a building; the Kyle center needs storage for residents; Camp Brim Shire will use money for their new ADA pool completion. All the PCBDD organizations are not for profit. His entire budget of expenditures was \$443,934.00, felt to be a reasonable figure when compared to prior tax revenues. On a motion by Commissioner Stratman, seconded by Commissioner Hicks, this was approved. Current board members are Speak, Donna Adam, Mary Brooks, Jeanne Cavender, Connie Chrisco, Matt Duncan, Sue Killian, and Frank Sulze. Speak said the vacancy could be filled by Gary Young, a retired teacher who was willing, and this was approved on a motion by Commissioner Stratman, seconded by Commissioner Hicks.

IN THE MATTER OF  
CERF ELECTION:

Full time county employees contribute 4% pre-tax to CERF; in the past, the county has not shouldered any portion of this. The clerk mentioned that the full time employees, after 6 months, contribute 4% also to LAGERS and the county contributes 7.5% for general employees, 8.1% for law enforcement employees, to

# PHELPS COUNTY COMMISSION RECORD

November 28, 2017 Sixteenth day of the October term

CERF ELECTION, Continued:

LAGERS. By December 1 every year, the commission must "elect" how much, if any, of the 4% CERF contribution will be made by the county as a benefit. Coming before the budget process, this was felt to be difficult timing in all third-class counties. A fairly long discussion ensued but the decision was deferred.

IN THE MATTER OF  
CITIZEN INPUT:

Local residents Curt Voss, Dennis Culler, and Chester Kojro visited with the Commission.

IN THE MATTER OF  
SALARY COMMISSION:

In attendance were Collector Davis Haas, Treasurer Carol Green, Public Administrator Kathy Oliver, Recorder of Deeds Robin Kordes, Prosecuting Attorney Brendon Fox, Assessor Bill Stoltz, Sheriff Rick Lisenbe, Circuit Clerk Sue Brown, Health Department Director Ashley Wann, Support Services Director Mark Brookshire and Sissy Korich. Circuit Clerk Sue Brown called the meeting to order and said the first item was election of a chair. Commissioner Hicks moved, Oliver seconded that Haas be named chair, and he was elected by acclamation. Haas assumed the chairmanship and gave the reason for the meeting as setting the salaries of officials incoming after the 2018 election: Presiding Commissioner, County Clerk, Recorder of Deeds, Treasurer, Collector. The clerk gave a budget report limited to the general revenue sales tax monies received for the first 11 months of the years 2013 through 2017, inclusive; sales tax was down 2.3% in the 2016/2017 comparison. The assessed valuation values for this same range were given; county-wide assessed valuation was up 0.73%. Green moved, Commissioner Stratman seconded, that the budget report be approved; unanimous on voice vote. The minutes from the 2015 meeting and the February 23, 2017 minutes which were an addendum were reviewed and approved on a motion by Commissioner Stratman, seconded by Commissioner Verkamp. This roll call vote was unanimous. Haas stated that there would be no need to approve a COLA and asked for a motion to approve the current salaries of the incoming officials. On a motion by Green, seconded by Commissioner Stratman, this was approved on a unanimous roll call vote. On a motion by Commissioner Stratman, seconded by Haas, the salary commission for 2017 was adjourned.

IN THE MATTER OF  
ELECTED OFFICIALS MEETING:

Discussion ensued on topics of interest to all departments. Open enrollment for the county employee medical insurance having been scheduled for December 7 and 8, closing of enrollment on December 12, 2017 was approved on a motion by Commissioner Hicks, seconded by Commissioner Stratman. This will reduce the adjustments required of the payroll department during the last payroll of the year. The 1972 jail renovation project and its impact on parking was discussed as were sales tax revenues, the Santa Claus Carry-in organized by Brown, increases in

# PHELPS COUNTY COMMISSION RECORD

November 28, 2017 Sixteenth day of the October term

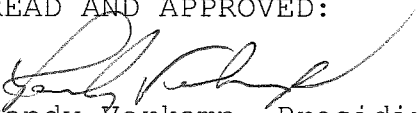
ELECTED OFFICIALS, Continued:

liability and worker's compensation, CERF election, starting road deputy salaries with the impact a 1% increase in pre-tax gross pay could make, cutoff for accounts payable bills being December 15, 2017, computer upgrades being anticipated due to machines not being upgradeable for Windows. Haas rendered the opinion that this very significant cost could be paid by the Jay White and/or Public Facilities funds. Commissioner Stratman also discussed briefly the availability of employee handbook development, at no charge, by MoPERM.


IN THE MATTER OF  
ACCOUNTS PAYABLE:

The Commission reviewed and approved payment of one and 33 invoices in the amounts of \$99,407.20 and \$18,970.47, respectively. The first was for the county share of employee medical insurance coverage.

READ AND APPROVED:

  
Randy Verkamp, Presiding Commissioner

  
Larry Stratman, Commissioner District 1

  
Gary W. Hicks, Commissioner District 2

# PHELPS COUNTY COMMISSION RECORD

November 30, 2017 Seventeenth day of the October term

Now at this the 30th day of November 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  
PRISONER PER DIEM  
RATES:

Sheriff Rick Lisenbe and Jail Administrator Lt. Matt Shults attended to notify the Commission of their plans to have a single-source consultant, The Summerill Group of Washington, DC, assess the Phelps County Jail and craft a proposal targeted at a higher per diem than the current \$54.00 per day rate for federal prisoners being held. Treasurer Carol Green, Phelps County Focus Staff Writer Andrew Sheeley and Rolla Daily News Reporter Corbin Kottman were also present. The aforementioned firm has performed about 70 similar assessments in the past year. Commissioner Hicks asked if there was a possibility of the federal per diem rate decreasing; Lisenbe said that the proposal did not have to be accepted, and he also plans to submit the proposal to the Prosecuting Attorney for legal review prior to acceptance. Sheeley inquired what the average daily federal prisoner count was; Shults said the average federal daily census was running about 80. Sheeley asked where the revenue would go; Green said the law enforcement fund. Subsequently there was a discussion of the public defender caseload as a bottleneck; the increase in female prisoners and the possible Prescription Drug Monitoring Program (PDMP). The Commission concurred with the Sheriff's plans.

IN THE MATTER OF  
CART FUNDS:

Green presented the CART receipts for November 2017; those being \$53,537.09, \$16,855.00 and \$8,577.49 for gas tax, motor vehicle sales tax, and motor vehicle fees respectively.

IN THE MATTER OF  
ROADS:

Several topics were discussed with Michelle Bock of the Road Department, including an ill employee, SEMA holding funds from the December 2015 flood payments, county road inventory and shared roads.

IN THE MATTER OF  
CERF ELECTION:

The deadline for this annual decision on the part of the Commission being December 1, 2017, Commissioner Hicks moved, Commissioner Stratman seconded, that the county would pay 1% while the employee would pay 3% on their pretax gross pay into CERF. This will begin January 1, 2018.

# PHELPS COUNTY COMMISSION RECORD

November 30, 2017 Seventeenth day of the October term

IN THE MATTER OF  
COURT ORDERS:

On a motion by Commissioner Stratman, seconded by Commissioner Hicks, Real Estate Court Order 2017000144 on Parcel #7270 for residential property sold to the University of Missouri was approved.

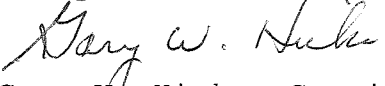
IN THE MATTER OF  
OZARK RIVERS SOLID WASTE  
MANAGEMENT DISTRICT:

Commissioner Hicks presented the annual report from the meeting November 28, 2017. A discussion was held about cleaning up illegal dump sites, potential for USDA grant funding for same and strategies for monitoring problem areas.

READ AND APPROVED:

  
Randy Verkamp, Presiding Commissioner

  
Larry Stratman, Commissioner District 1

  
Gary W. Hicks, Commissioner District 2

