

# PHELPS COUNTY COMMISSION RECORD

January 2, 2018 First day of the January term

Now at this the 2nd day of January 2018 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  
DIRECT SERVICES AGREEMENT  
BETWEEN PCRCM AND PHELPS COUNTY:

The action on the direct services agreement between Phelps County and PCRCM was deferred, as the ending date of December 31, 2018 was required on the document.

IN THE MATTER OF  
TELADOC SERVICES:

Use of Teladoc was reported by Group Benefit Services. Base Plan savings year to date through October, 2017 were reported as \$517 savings per episode, \$2,068 total; annualized utilization was 4.7%; average response time was 7 minutes. For the Buy-Up Plan, savings year to date of \$1,034 total; annualized utilization of 7.7%; average response time of 5 minutes was reported. Employees will be reminded of Teladoc's availability.

IN THE MATTER OF  
SUSTAINABLE OZARKS PARTNERSHIP:


The memorandum of agreement between the County and the Sustainable Ozarks Partnership (SOP) was reviewed. SOP is a part of the Leonard Wood Institute, a 501(c)3 not-for-profit corporation created in 2004, which was formed in 2013 for the purpose of "...uniting the work of local governments, businesses, civic organizations and citizens in a four (4) county region (Laclede, Phelps, Pulaski and Texas) to ensure the long-term sustainability of Fort Leonard Wood." Dues for the county are to be \$2,500.00 yearly for a period of three years. On a motion by Commissioner Hicks, seconded by Commissioner Stratman, the MOU was approved.


IN THE MATTER OF  
CITIZEN INPUT:

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

READ AND APPROVED:

  
Randy Verkamp, Presiding Commissioner

  
Larry Stratman, Commissioner District 1

  
Gary W. Hicks, Commissioner District 2

# PHELPS COUNTY COMMISSION RECORD

January 4, 2018 Second day of the January term

Now at this the 4<sup>th</sup> day of January 2018 the Commission met pursuant to adjournment and a quorum was present of the following members:

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

IN THE MATTER OF  
ROAD AND BRIDGE BID OPENING FOR  
FOR SALE OF WHEEL LOADER:

Rolla Daily News Editor John Buckner and Phelps County Focus Reporter Erin Harrell were present, as was T.J. Busque, Coroner Andy Davis and Superintendent of Roads Walter Snelson. Bids for the Allis-Chalmers Wheel Loader being sold by the Special Road and Bridge Department were opened as scheduled at 9:00 a.m. Bids received were as follows:

K&D Lumber, Newburg	\$1,556.00
Mark J. Spurgeon, St. James	\$1,753.00
T.J. Busque, Newburg	\$ 667.00

On a motion by Commissioner Hicks, seconded by Commissioner Stratman, the bid was awarded to Spurgeon. This equipment was acquired by the road department in the early 1980's, but is being sold as-is, since it no longer runs.

IN THE MATTER OF  
TWO BNSF TOWERS:

Notification was received of Burlington Northern San Francisco Railway intent to construct two towers for train control in Township 38N, Range 7W, Section 34.

IN THE MATTER OF  
CITIZEN INPUT:

T. J. Busque discussed with the Commission the small fraction of tax levy payments apportioned to the Special Road and Bridge fund. He asked how more revenue could be secured for SRB, and wondered about a sales tax brought to the voters, perhaps. A discussion of the large city voting blocks in Rolla and St. James, which might not be as concerned with maintenance of roads in the unincorporated areas of the County, ensued.

IN THE MATTER OF  
2018 CORONER'S BUDGET:

Coroner Andy Davis presented his 2018 Coroner's budget request to the Commission. He anticipates revenue of \$50 per case for removal of bodies from death scenes to funeral homes. He also plans to utilize toxicology tests, comprehensive at times, as post-mortem examinations in lieu of the very expensive autopsies unless there is a prosecution anticipated. University of Missouri Autopsy Research charge for autopsy will remain \$1,675 per case for 2018. He said the County had 29 opioid deaths in 2017.

# PHELPS COUNTY COMMISSION RECORD

January 4, 2018 Second day of the January term

IN THE MATTER OF  
2018 SURVEYOR'S BUDGET:

County Surveyor Terris Cates presented his 2018 budget request to the Commission. There had been delays in the paperwork from the state for the corner remonumentation program; Cates anticipates reimbursement for the 13 corners remonumented in 2017 as well as the 15 he targets for completion in 2018.

IN THE MATTER OF  
2018 RECORDER'S BUDGET:

Recorder of Deeds Robin Kordes presented her 2018 budget requests for her County Revenue department as well as her Recorder User Fee Fund. Local resident Chester Crider was also in attendance. She plans to make technology purchases from the latter fund, including a large format scanner. Deed of Trust books for 1857-1980 are to be digitized; one deputy is busy indexing her books. Her revenue input to County Revenue was discussed.

IN THE MATTER OF  
2018 SPECIAL ROAD AND  
BRIDGE BUDGET:

Superintendent of Roads Walter Snelson had an extensive discussion with the Commission regarding roads, FEMA/SEMA reimbursement and budgeting.

IN THE MATTER OF  
EMPLOYEE MANUAL:

Tonya Greven and Mike Scott, of BPJ Insurance, visited with the Commission about development of an employee manual.

IN THE MATTER OF  
CITIZEN INPUT:

Local resident Wilbert Falke visited with the Commission.

IN THE MATTER OF  
ACCOUNTS PAYABLE:

The Commission reviewed and approved payment of 10 invoices in the total amount of \$53,376.57 for employee deductions and contract pay.

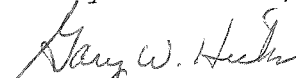
READ AND APPROVED:



Randy Verkamp, Presiding Commissioner



Larry Stratman, Commissioner District 1



Gary W. Hicks, Commissioner District 2

# **PHELPS COUNTY COMMISSION RECORD**

**January 9, 2018 Third day of the January term**

Now at this the 9<sup>th</sup> day of January 2018 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  
2018 SHERIFF'S BUDGETS:

Sheriff Rick Lisenbe, Captain Rick Hope, Lieutenant Matt Shults, and Lorri Thurman of the Phelps County Sheriff's Department (PCSD) were present. Also present was Phelps County Focus Staff Writer Andrew Sheeley. Law Enforcement Sales Tax, Fund 410, was discussed first. This fund will encompass the renovated 1972 jail payroll. Sheriff Lisenbe said he used a more conservative federal prisoner count and lower federal prisoner board revenues. He hopes to increase road deputy and jailer salaries, to better attract employees. Salary lines will have to be adjusted for the CERF 1% contribution to be made going forward by the county. Commissioner Stratman inquired about overtime for jailers. Lisenbe said that he has a maximum number of hours per year of overtime; at the end of the year the employee is offered only a certain number of hours of overtime to be paid out. Presiding Commissioner Verkamp asked about Worker's Compensation costs and was informed that approximately \$50,000 in additional premium costs were factored in. Next Law Enforcement Building Maintenance, Fund 420, and Sheriff's Training, Fund 400, were discussed. Inmate Prisoner Detention Security, Fund 415; Sheriff Civil, Fund 407; Sheriff Revolving, Fund 409 were then discussed. The clerk pointed out a missing page for Fund 409 revenue, that being CCW permit revenue; this was retrieved and entered into the record as an estimate of \$8,000. Sheriff Drug Enforcement, Fund 405, has a very wide range of revenue possible, between \$500,000 and \$2.5 million. His budget hearing closed with a discussion of Courthouse Security, a department within County Revenue, where Courthouse bailiff payroll is found.

IN THE MATTER OF  
SALES PRESENTATION:

Isaac Neighbor and Jamie Collins came to present information from Liberty National. After a discussion about their products, Commissioner Stratman stated that he would like to present their information to the office holders.

IN THE MATTER OF  
1972 JAIL RENOVATION:

Jack Mentink, P.E., of Integrity Engineering presented the contract and the notice to proceed for the bid awardee on the project. On a motion by Commissioner Stratman, seconded by Commissioner Hicks, the contract with MSI was approved, as was the notice to proceed document.

IN THE MATTER OF  
CLOSED SESSION:

# PHELPS COUNTY COMMISSION RECORD

January 9, 2018 Third day of the January term

CLOSED SESSION, Continued:

On a motion by Commissioner Hicks, seconded by Commissioner Stratman, the meeting entered closed session pursuant to RSMo 610.021(3), personnel matter, at 11:00 a.m. Two unemployment claims made were discussed. On a motion by Commissioner Stratman, seconded by Commissioner Hicks, the notes by the Health Department Director regarding a recent claimant were approved for release to said claimant's attorney. On a motion by Commissioner Hicks, seconded by Commissioner Stratman, the determination of the Department of Employment Security regarding a former employee of the Prosecuting Attorney's office was accepted with no current plans to appeal. No other actions being taken, the meeting returned to open session at 11:21 a.m.

IN THE MATTER OF  
ACCOUNTS PAYABLE:

The Commission reviewed and approved payment of 24 invoices in the amount of \$19,959.71.

IN THE MATTER OF  
COURT ORDER:

The Commission approved Collector's Court Order 2017-0000154 removing sewer fees from a property.

IN THE MATTER OF  
DIRECT SERVICES AGREEMENT  
BETWEEN PCRMC AND PHELPS COUNTY:

This had been deferred from the January 2, 2018 meeting for a needed date change. On a motion by Commissioner Stratman, seconded by Commissioner Hicks, the Direct Services Agreement with PCRMC was approved.

READ AND APPROVED:



Randy Verkamp, Presiding Commissioner



Larry Stratman, Commissioner District 1



Gary W. Hicks, Commissioner District 2

# **PHELPS COUNTY COMMISSION RECORD**

**January 11, 2018 Fourth day of the January term**

Now at this the 11<sup>th</sup> day of January 2018 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  
TOUGH ON TRASH:

Deputy Clerk Peter Cook discussed the Tough on Trash outreach efforts on the part of the Commission for his report. Rolla Daily News Editor John Buckner and Phelps County Focus Staff Writer Andrew Sheeley were also present.

IN THE MATTER OF  
2018 SPECIAL ROAD  
AND BRIDGE BUDGET:

Superintendent of Roads Walter Snelson came to discuss his 2018 budgets for the Special Road and Bridge fund and the Road Debt Service Fund with the Commission. First he related the need to purchase oil spreading equipment for chip and seal work; the base price for the oil distributor is \$84,720.00 from the B.W. Van Keppel Company, Springfield, but there are some additional costs which may put the price as high as \$95,188.00 without the trade-in, also not known at present. On a motion by Commissioner Hicks, seconded by Commissioner Stratman, the purchase of a new 2,000 gallon oil distributor was approved. Snelson then discussed his forecast for the 2018 budget needs. He is assuming there will be no new flood event with reimbursements; no CDBG as for the Northwe Outer Road; no FLAP grant revenue. Four employees will be moved up to operator's pay, and he has one or perhaps two open positions. He is negotiating the lease payments on the four graders with Caterpillar. Commissioner Hicks suggested a BRO (Off-System Bridge Replacement and Rehabilitation) grant expenditure should be undertaken and that this would necessitate \$30,000 in engineering services to be appropriated. Commissioner Hicks is working on options for the soft match; BEAP (Bridge Engineering Assistance Program) was discussed. Commissioner Stratman said that for the safety of the traveling public, the Martin Springs Drive bridge needs to be widened. The scope of work anticipated for the department in general for 2018 was reviewed.

IN THE MATTER OF  
2018 TREASURER'S BUDGET:

Treasurer Carol Green anticipates that her office will bring in approximately \$5,000 in 2018 for its administrative work for the MoveRolla Transportation Development District. She will apportion this across her deputy salary, a new second computer, and the upgrade of her primary computer.

IN THE MATTER OF  
2018 COLLECTOR'S BUDGET:

# PHELPS COUNTY COMMISSION RECORD

January 11, 2018 Fourth day of the January term

COLLECTOR'S BUDGET, Continued:

The Commission reviewed anticipated revenues and appropriation requests from Collector Davis Haas.

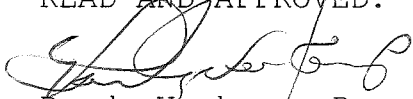
IN THE MATTER OF  
ACCOUNTS PAYABLE:

The Commission reviewed and approved the payment of 10 invoices in the amount of \$56,932.98, for payroll deductions and garnishments.

IN THE MATTER OF  
PAYROLL:

The Commission reviewed and approved the 1-16-18 payroll in the amount of \$156,686.36 (net) salaries, \$54,603.46 federal withholding, and \$6,998.50 state withholding.

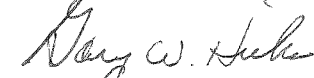
READ AND APPROVED:



Randy Verkamp, Presiding Commissioner



Larry Stratman, Commissioner District 1



Gary W. Hicks, Commissioner District 2

# **PHELPS COUNTY COMMISSION RECORD**

**January 16, 2018 Fifth day of the January term**

Now at this the 16<sup>th</sup> day of January 2018 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  
2018 ASSESSOR'S BUDGET:

Assessor Bill Stoltz presented his 2018 budget anticipated revenues and requests for appropriations to the Commission. Rolla Daily News Editor John Buckner and Phelps County Focus Staff Writer Andrew Sheeley were also present. Stoltz reiterated that the State Tax Commission, should his budget change from his Assessor Maintenance plan submitted to them prior to year's end, was willing to accept amendments. Stoltz said that due to software needed on the tablets being used by his field assessors, his computer expenses would be about 8,000 higher. This allows them to use the mapping application when outside of internet connectivity. Regarding his staffing and salaries, he related that the assessment plan outline from the STC specified 7 to 8.13 employees; he believes he is appropriately staffed. He would like to continue reimbursement of field staff for mileage; he had considered a vehicle, but that would mean during the non-assessment years the vehicle would sit idle. The second version of the Assessor's Maintenance Plan for 2018 was approved on a motion by Commissioner Stratman, seconded by Commissioner Hicks.

IN THE MATTER OF  
2018 HEALTH DEPARTMENT BUDGET:

Phelps/Maries Health Department Director Ashley Wann presented her 2018 budget requests. She reviewed her sources of revenue; she may be able to obtain additional funding for lactation consulting with a new hire who is a certified consultant. WIC and Teen Outreach and Prevention were reviewed.

IN THE MATTER OF  
ACCOUNTS PAYABLE  
DOCUMENTATION:

Deputy Clerk Shell Howard, Accounts Payable, reported on State Auditor's recommendations regarding receipts submitted for reimbursement; best business practices are said to be detailed receipts for things like meals. Howard is working with all department heads to improve the documentation.

IN THE MATTER OF  
COURTHOUSE FACILITY USE:

An inquiry for use of the courthouse facility for the purpose of arbitration between a contractor and a government entity was discussed.

IN THE MATTER OF  
CITIZEN INPUT:



# PHELPS COUNTY COMMISSION RECORD

January 16, 2018 Fifth day of the January term

CITIZEN INPUT, Continued:

Local resident Chester Kojro, a frequent bicyclist on county roads, appreciated the grading on County Road 1050.

IN THE MATTER OF  
SPECIAL ROAD AND BRIDGE  
EMPLOYEES:

Michelle Bock from the Special Road and Bridge department addressed the Commissioners on the SRB employees working the recent Martin Luther King holiday and not being compensated for holiday hours worked.

IN THE MATTER OF  
2018 UNEMPLOYMENT FUND BUDGET:

The Commission discussed this budget. A 10% transfer of its balance will again be made to County Revenue in 2018.

IN THE MATTER OF  
ACCOUNTS PAYABLE:

The Commission reviewed and approved payment of 6 invoices for payroll cycle deductions and garnishments in the amount of \$5,034.21 and 6 invoices for contract pay and expense reimbursements of \$22,858.97.

IN THE MATTER OF  
PAYROLL:

The Commission reviewed and approved payment of a manual paycheck of \$207.18 to correct an error in an employee's insurance deduction.

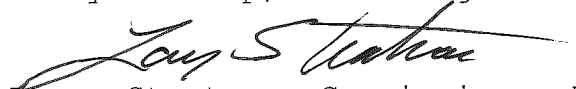
IN THE MATTER OF  
COLLECTOR'S POSTAGE:

The Collector had approved payment of postage in 2017 from the postage line in his Collector's Tax Maintenance Fund in the amount of \$18,602.63; this represented two payments, with 96% of the total in December for tax bills. This was an error; it should have been paid from his postage line in his County Revenue department. After discussion with the Collector, the Treasurer, and the clerk, refunding this total into the Tax Maintenance Fund from the mailing fees realized in January 2018, which otherwise would have been revenues to County Revenue, had been agreed upon.

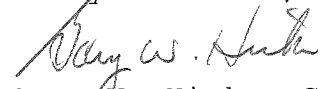
READ AND APPROVED:



Randy Verkamp, Presiding Commissioner



Larry Stratman, Commissioner District 1



Gary W. Hicks, Commissioner District 2

# **PHELPS COUNTY COMMISSION RECORD**

**January 18, 2018 Sixth day of the January term**

Now at this the 18<sup>th</sup> day of January 2018 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  
2018 PROSECUTOR'S BUDGET:

Prosecuting Attorney Brendon Fox came to present his anticipated revenues and request for appropriations for 2018. Phelps County Focus Staff Writer Andrew Sheeley and local resident Chester Crider were present. Public defender cases, oversight of inmates released under stipulations and collaboration with the hospital for substance abuse services were discussed. Fox anticipates approximately \$50,000 additional income into county revenue from an increase in the Victims of Crime Act (VOCA) grant. His department in county revenue has 6 full time and 3 part time employees and the equivalent of 2 ½ victim advocates; one splits time between Phelps and Texas Counties. Fox attributed the roughly \$58,000 increase in the clerical salary to one additional position and its county share benefits. He increased his office supply request to avoid concerns with grant funds supplanting county contributions. Commissioner Stratman noted that, of the roughly \$74,000 increase in his county revenue department budget, \$40,000 would be attributable to increased grant spending. Subsequently his Drug Enforcement, Training, Delinquent Tax, and Administrative Handling funds were discussed. Revenues to Delinquent Tax continue their decline, because of the state assuming more of the burden.

IN THE MATTER OF  
2018 PUBLIC ADMINISTRATOR'S  
BUDGET:

Public Administrator Kathy Oliver came to review her budgetary requirements. She estimates that she has 143 clients at present. Her fringe benefit appropriation was reviewed.

IN THE MATTER OF  
2018 CIRCUIT CLERK'S  
BUDGETS:

Circuit Clerk Sue Brown came to discuss her two departments within county revenue: Court Administration, which is primarily for jury costs, and Circuit Clerk. She then discussed her non-budgeted funds. Brown detailed her statutory requirements to collect fees; she has funds for Time Payment, Interest, Law Library, Drug Court, and Garnishment. Usually a judicial order dictates where this money can be spent.

IN THE MATTER OF  
2018 EXTENSION BUDGET:

University of Missouri Extension Director Chantae Alfred discussed her budgetary requests; no increase in the county's

# PHELPS COUNTY COMMISSION RECORD

January 18, 2018 Sixth day of the January term

EXTENSION BUDGET, Continued:

contribution to the one employee salary and benefits was requested. MU Extension has suggested the addition of up to two more employees. The upcoming election for Extension Council with five candidates vying for four positions was discussed.

IN THE MATTER OF  
PHELPS COUNTY EMERGENCY  
SERVICES BOARD:

PCESB Treasurer Buz Harvey came to discuss contributions for the Everbridge mass notification system. Harvey is concerned that some subdivisions should be, but are not, contributing. He also discussed the new generator to be purchased, whose cost will be born roughly evenly between the city of Rolla and the PCESB, with the city paying in three installments at years 0, 1 and 2.

IN THE MATTER OF  
FLOODPLAIN PERMIT:

The city of St. James submitted a floodplain permit for bike trail paving which was approved on a motion by Commissioner Stratman, seconded by Commissioner Hicks.

IN THE MATTER OF  
SUPPORT SERVICES CREDIT  
CARD PURCHASE LIMIT:

Support Services Director Mark Brookshire said that the one-time purchase limit on his US Bank credit card needed to be increased to \$2500 from \$500 for a purchase. On a motion by Commissioner Stratman, seconded by Commissioner Hicks, this was approved.

IN THE MATTER OF  
2018 BUILDING AND  
GROUND BUDGET:

Brookshire discussed his county revenue department budget and the budget for the Public Facilities fund.

IN THE MATTER OF  
ACCOUNTS PAYABLE:

The Commission reviewed and approved payment of one invoice for contract pay in the amount of \$288.00.

READ AND APPROVED:



Randy Verkamp, Presiding Commissioner



Larry Stratman, Commissioner District 1



Gary W Hicks, Commissioner District 2

**PHELPS COUNTY COMMISSION RECORD**  
**January 23, 2018 Seventh day of the January term**

Now at this the 23<sup>rd</sup> day of January 2018 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:

Jack Mentink, P.E. of Integrity Engineering was present, as were Rolla Daily News Editor John Buckner, Phelps County Focus Staff Writer Andrew Sheeley, and local resident Barbara Brown. Mentink presented paperwork to submit to Missouri Department of Natural Resources notifying them that there was no asbestos contamination in the structure, and Department of Revenue Form 5060 to be filled out to say that MSI and its subcontractors can use the county's tax-exempt status to purchase needed materials. The first was approved on a motion by Commissioner Hicks seconded by Commissioner Stratman; the second on a motion by Commissioner Stratman seconded by Commissioner Hicks. Mentink also provided the specifications for Phelps County Jail Annex Renovation for Phelps County, Missouri dated November, 2017 in hard copy for the clerk's office.

IN THE MATTER OF  
PRIVATE DRIVE 2111:

Local resident Barbara Brown inquired about adoption of this road into the county road inventory. The Commission reviewed the county's road specifications on the county website; the wishes of the neighbors in the area; an engineering inspection. No action was taken.

IN THE MATTER OF  
ROCK, CHIP AND SEAL ROCK, CULVERT,  
ASPHALT PRODUCE, AND GRADER BLADE BIDS:

Superintendent of Roads Walter Snelson entered the meeting. Rock prices and the asphalt price index were discussed. After review, on a motion by Commissioner Stratman, seconded by Commissioner Hicks, solicitations for bids were approved.

Phelps County is currently seeking bids on rock and gravel for use by the Phelps County Highway Department. For questions, contact Walter Snelson, Road Superintendent, at 573-426-3864. Bid specifications are available in the Phelps County Clerk's Office, 200 N. Main St. Ste 102, Rolla, MO 65401. Bids for all items will be accepted in the Phelps County Clerk's Office until 9:00 a.m. on Tuesday, February 6, 2018 at which time they will be opened. Phelps County reserves the right to reject any or all bids.

Done by the order of the Phelps County Commission, this 23<sup>rd</sup> day of January, 2018.

**PHELPS COUNTY COMMISSION RECORD**  
**January 23, 2018 Seventh day of the January term**

BIDS ON ROCK, Continued:

s/s Pamela K. Grow, Phelps County Clerk

PUBLISH: Rolla Daily News - Thursday, January 25, 2018

Phelps County is currently seeking bids on chip and seal rock for use by the Phelps County Highway Department. For questions, contact Walter Snelson, Road Superintendent, at 573-426-3864. Bid specifications are available in the Phelps County Clerk's Office, 200 N. Main St. Ste 102, Rolla, MO 65401. Bids for all items will be accepted in the Phelps County Clerk's Office until 9:15 a.m. on Tuesday, February 6, 2018 at which time they will be opened. Phelps County reserves the right to reject any or all bids.

Done by the order of the Phelps County Commission, this 23<sup>rd</sup> day of January, 2018.

s/s Pamela K. Grow, Phelps County Clerk

PUBLISH: Rolla Daily News - Thursday, January 25, 2018

Phelps County is currently seeking bids on culverts to be purchased at various lengths and quantities as specified for Phelps County Highway Department for the 2018 year. For questions, contact Walter Snelson, Road Superintendent at 573-426-3864. Bid specifications are available in the Phelps County Clerk's Office, 200 N. Main St. Ste. 102, Rolla, MO 65401. Bids will be accepted in the Phelps County Clerk's Office until 9:30 a.m. on Tuesday, February 6, 2018 at which time they will be opened. Phelps County reserves the right to reject any or all bids.

Done by the order of the Phelps County Commission, this 23<sup>rd</sup> day of January, 2018

s/s Pamela K. Grow, Phelps County Clerk

PUBLISH: Rolla Daily News - Thursday, January 25, 2018

Phelps County is currently seeking bids on asphalt products. For questions contact Walter Snelson, Road Superintendent at 573-426-3864. Bid specifications are available in the Phelps County Clerk's Office, 200 N. Main St. Ste 102, Rolla, MO 65401. All material must meet specifications as described in section 401 through 402 of the 2011 Missouri Standard Specifications for Highway Construction and any revisions thereto. Bids will be accepted in the Phelps County Clerk's Office, until 9:45 a.m. on Tuesday, February 6, 2018 at which time they will be opened. Phelps County reserves the right to reject any or all bids.

Done by the order of the Phelps County Commission, this 23<sup>rd</sup> day of January, 2018.

**PHELPS COUNTY COMMISSION RECORD**  
**January 23, 2018 Seventh day of the January term**

BIDS ASPHALT PRODUCTS, Continued:

s/s Pamela K. Grow, Phelps County Clerk

Publish: Rolla Daily News - Thursday, January 25, 2018

Phelps County is currently seeking bids on grader blades and snow plow blades for the year 2018 for use by the Phelps County Highway Department. Bid specifications are available in the Phelps County Clerk's Office, 200 N. Main St. Ste 102, Rolla, MO 65401. For questions, contact Walter Snelson, Road Superintendent, at 573-426-3864. Bids will be accepted in the Phelps County Clerk's Office, until 10:00 a.m. on Tuesday, February 6, 2018 at which time they will be opened. Phelps County reserves the right to reject any or all bids.

Done by the order of the Phelps County Commission, this 23<sup>rd</sup> day of January, 2018.

s/s Pamela K. Grow, Phelps County Clerk

PUBLISH: Rolla Daily News - Thursday, January 25, 2018

IN THE MATTER OF  
ROAD AND BRIDGE  
OIL DISTRIBUTOR:

Snelson shared the sales order for the purchase of the new oil distributor; the base price was listed as \$84,720 with add-ons raising the price to \$95,188; after a trade-in of \$45,050 for the 1997 equipment, the total sales price was given as \$50,098.00. Presiding Commissioner Verkamp signed the sales order.

IN THE MATTER OF  
ASSESSOR'S QUARTERLY:

The Commission reviewed and, on a motion by Commissioner Stratman seconded by Commissioner Hicks, approved the report from October 2017 through December 2017 with costs of \$130,493.23 and no reimbursement.

IN THE MATTER OF  
SALES TAXES:

Treasurer Carol Green presented the sales tax revenues for January, 2018. These were \$183,221.97 and \$137,416.91 for County 0.5% and Law Enforcement Sales Tax 0.375%, respectively. This was down 30.40% from 12 months earlier; the rolling twelve month comparison showed 2.82% lower revenue. Discussion was held about the Missouri Department of Revenue implementing a new tax system in September 2017, and the supplemental payment made 12/14/17 to catch up processing lags with the new system.

IN THE MATTER OF  
DOOLITTLE RURAL FIRE  
PROTECTION DISTRICT:

**PHELPS COUNTY COMMISSION RECORD**  
**January 23, 2018 Seventh day of the January term**

DOOLITTLE RURAL FIRE PROTECTION DISTRICT, Continued:

Paul Smith, Chair of the Doolittle RFPD Board, came to request a letter of support for acquisition of a storm warning siren in the Jerome area. There will be a FEMA/SEMA grant of \$24,000 to fund this; he has obtained help from the Meramec Regional Planning Commission. The city of Doolittle has had such a siren for approximately 5 years.

IN THE MATTER OF  
CITIZEN INPUT:

Local resident Chester Kojro asked who to contact about a dead cow present for days on land along County Road 8220. Public Water Supply District #4 board member Curt Voss also attended.

IN THE MATTER OF  
2018 COUNTY CLERK'S BUDGETS:

Clerk Pamela K. Grow presented budgets for her two departments in County Revenue and the Special Election Fund and Election Services Funds.

IN THE MATTER OF  
2018 HEALTH DEPARTMENT BUDGET:

Phelps/Maries Health Department Director Ashley Wann and Environmental Sanitarian John Campbell came to amend the Health Department budget slightly, due to an employee benefit correction.

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

Presiding Judge John Beger visited with the Commission about several matters.

IN THE MATTER OF  
ROAD AND BRIDGE VEHICLES:

Two pickup trucks, model years 2002 and 2007, are being replaced by the Road and Bridge Department. Two 2018 Chevrolet Silverado 4x2 behicles with 4WD, 5.3 L V8 engines and several other options, totaling \$25,795.00 each, are to be purchased from Don Brown Chevrolet in St. Louis, under the MoDOT bid. Presiding Commissioner Verkamp signed the quotes.

READ AND APPROVED:



Randy Verkamp, Presiding Commissioner



Larry Stratman, Commissioner District 1



Gary W. Hicks, Commissioner District 2

# **PHELPS COUNTY COMMISSION RECORD**

**January 25, 2018 Eighth day of the January term**

Now at this the 25<sup>th</sup> day of January 2018 the Commission met pursuant to adjournment and a quorum was present of the following members:

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

IN THE MATTER OF  
ROAD AND BRIDGE  
OIL DISTRIBUTOR:

An error having been found in the sales order price for this piece of equipment, a second document with \$50,138.00 rather than \$50,098.00 as the total price was approved on a motion by Commissioner Hicks, seconded by Commissioner Stratman. Phelps County Focus Staff Writer Andrew Sheeley was also present.

IN THE MATTER OF  
CART FUNDS:

Treasurer Carol Green presented the CART funds report for January from the Missouri Department of Revenue. Gas Tax, Motor Vehicle Sales Tax, and Motor Vehicle Fees were \$55,006.50; 15,239.49; and \$7,861.74 respectively.

IN THE MATTER OF  
ROADS AND FLOOD DAMAGE:

Michelle Bock of the Road and Bridge Department was present. She reported on conversations she had with Karen Cassmeyer, from the State Emergency Management Administration (SEMA), and with a representative from Senator Roy Blunt's office. The declared flood disaster DR 4250 is still open; Bock said a federal portion of approximately \$200,000 and a state portion of \$125,000 were still owed. Regarding DR 4317, the April 2017 flood disaster, Bock reported that the small projects are all paid for. She needs to submit additional forms for three large projects.

IN THE MATTER OF  
CITIZEN INPUT:

Local resident and builder Dale Wands came to report on difficulties he currently has with renovating property in Rolla City.

IN THE MATTER OF  
EMPLOYEE MEDICAL INSURANCE:

The Commission reviewed and discussed the Benefit Management Report through November 2017, showing loss ratio at 88%. The BMR through December 2017 was also reviewed, showing loss ratio of 80%.

IN THE MATTER OF  
HOSPITAL REVENUE BOND SERIES 2016:



# PHELPS COUNTY COMMISSION RECORD

January 25, 2018 Eighth day of the January term

HOSPITAL REVENUE BONDS SERIES 2016, Continued:

Due to the lowering of the maximum corporate tax rate from 35% to 21%, effective January 1, 2018, the Commission was made aware by Gilmore & Bell, P.C., of a change in the interest rate on the bonds. This change had been accepted with execution of the Supplemental Bond Indenture. The rate will increase from 1.84% to 2.17% on these bonds, originally in the amount of \$9,829,000.

IN THE MATTER OF  
SENIOR COMPANIONS:

Senior Companion Director Jan Wiggins came for signatures on her in-kind contribution forms. Required by her grant, the in-kind contribution consists of the donated space in the courthouse, utilities, security and janitorial services, and some of her volunteer support. Commissioner Stratman felt he had been conservative in her rental figure. On a motion by Commissioner Stratman, seconded by Commissioner Hicks, this was approved.

IN THE MATTER OF  
2018 BUDGET:

The Commission continued discussion of the 2018 budget.

IN THE MATTER OF  
FLOODPLAIN BUYOUT:

The application for floodplain buy-out of properties along the Gasconade River was approved on a motion by Commissioner Hicks, seconded by Commissioner Stratman. Federal contribution of \$357,920 and county match of \$119,307 is expected; the county match might come from Community Development Block Grant (CDBG) funds.

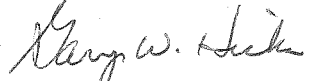
IN THE MATTER OF  
ACCOUNTS PAYABLE:

The Commission approved payment of one invoice for contract pay of \$270.00.

READ AND APPROVED:

  
Randy Verkamp, Presiding Commissioner

  
Larry Stratman, Commissioner District 1

  
Gary W. Hicks, Commissioner District 2

# PHELPS COUNTY COMMISSION RECORD

January 30, 2018 Ninth day of the January term

Now at this the 30<sup>th</sup> day of January 2018 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  
PUBLIC HEARING  
FOR ADOPTION OF  
THE 2018 BUDGET:

The Public Hearing for adoption of the 2018 Phelps County Budget was held. Phelps County Focus Staff Writer Andrew Sheeley was also present, as were Phelps County Sheriff Rick Lisenbe, Linda Morris of the Prosecuting Attorney's Office, and Michelle Bock of the Road and Bridge Department. Commissioner Stratman discussed the salaries of Public Administrator employees and an increase in the amount of \$7500 to that line was recommended. Sheeley asked about the amount listed as "Other" revenue in the 2018 Summary of Budgets. shown as \$2,484,940.00; this was a decrease from \$3,416,061.00 shown in the 2017 Summary of Actual Amounts. The clerk explained that some of the revenue categories provided by the State Auditor's Office in its budget form, which consists in the main of an Excel document with over 100 tabs across the bottom and numerous imbedded formulas, are somewhat artificial. The form allows very little editing to insert or delete rows, and when the clerk must insert another revenue or expense, categorizing these in the Summary portions of the budget is of lower priority than putting the information under the proper fund or department. Property tax and Sales tax revenues as well as interest revenues, however, are consistent between the portions of the budget. There being no other comments, Commissioner Hicks moved and Commissioner Stratman seconded that the hearing be closed, and then moved and seconded the motion to adopt the budget.

The 2018 Phelps County Budget follows in its entirety:

MISSOURI STATE AUDITOR'S OFFICE	
2018 COUNTY BUDGET FORMS	
County:	PHELPS

# PHELPS COUNTY COMMISSION RECORD

January 30, 2018 Ninth day of the January term

IN THE MATTER OF  
CRIMINAL ACTIVITY  
FORFEITURE ACT:

The Phelps County Sheriff's Department and the Prosecuting Attorney's Office presented their CAFA reports which were approved on a motion by Commissioner Hicks, seconded by Commissioner Stratman. The Sheriff's Department reported receipt of \$756,897.61 in Department of Justice funds, while the figure for the Prosecuting Attorney was \$146,453.13.

IN THE MATTER OF  
PAYROLL:

The Commissioners reviewed and approved payroll for 1/31/2018 with \$167,636.42 net salaries, \$60,319.74 federal withholding, and \$7,901.50 state withholding.

IN THE MATTER OF  
COUNTY PROPERTY AT  
204 FAIRGROUNDS ROAD:

Commissioner Hicks moved, Commissioner Stratman seconded, that this property be advertised for sale.

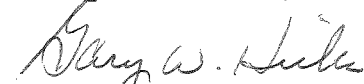
READ AND APPROVED:



Randy Verkamp, Presiding Commissioner



Larry Stratman, Commissioner District 1



Gary W. Hicks, Commissioner District 2