

PHELPS COUNTY COMMISSION RECORD

September 4th, 2018 Twentieth day of the July term

Now at this the 4th day of September 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
TAX LEVY HEARING NOTICES:

The following notices published on Monday, August 27, 2018 are entered into the record:

NOTICE OF PUBLIC HEARING

A public hearing will be held at 9:00 a.m. Tuesday, September 4, 2018 in the Phelps County Commission Office in the Courthouse, 200 N. Main St., Rolla, Missouri, at which time citizens may be heard on the proposed 2018 tax rates to be set by Phelps County. The tax rate is determined by dividing the amount of revenue to be raised by the current assessed valuation. The result is multiplied by 100 so the tax rate will be expressed in cents per \$100 assessed valuation.

ASSESSED VALUATION (By Category)	CURRENT TAX YEAR 2018	PRIOR TAX YEAR 2017
Real Estate	\$ 459,382,600	\$ 451,059,890
Personal Property	116,679,125	113,402,733
Railroad & Utility – State	21,166,509	20,847,223
Railroad & Utility – Local	454,940	989,070
Less Tax Increment Financing	-1,282,900	-1,029,280
TOTAL	\$ 596,400,274	\$ 585,269,636

FUND	AMOUNT OF PROPERTY TAX	TAX RATE CEILING	PROPOSED TAX FOR 2018
Phelps County Board For the Developmentally Disabled	\$ 429,408	\$0.0720	\$0.0720

Michael Speak, Chairman; Phelps County
Board for the Developmentally Disabled

PUBLISH: Rolla Daily News – Monday, August 27, 2018

NOTICE OF PUBLIC HEARING

A public hearing will be held at 9:15 a.m. Tuesday, September 4, 2018 in the Phelps County Commission Office in the Courthouse, 200 N. Main St., Rolla, Missouri, at which time citizens may be heard on the proposed 2018 tax rates to be set by Phelps County. The tax rate is determined by dividing the amount of revenue to be raised by the current assessed valuation. The result is multiplied by 100 so the tax rate will be expressed in cents per \$100 assessed valuation.

PHELPS COUNTY COMMISSION RECORD

September 4th, 2018 Twentieth day of the July term

TAX LEVY HEARING NOTICES, Continued:

ASSESSED VALUATION (By Category)	CURRENT TAX YEAR 2018	PRIOR TAX YEAR 2017
Real Estate	\$ 459,382,600	\$ 451,059,890
Personal Property	116,679,125	113,402,733
Railroad & Utility – State	21,166,509	20,847,223
Railroad & Utility – Local	454,940	989,070
Less Tax Increment Financing	-1,282,900	-1,029,280
TOTAL	\$ 596,400,274	\$ 585,269,636

FUND	AMOUNT OF PROPERTY TAX	TAX RATE CEILING	PROPOSED TAX FOR 2018
General Revenue	\$ 724,666	\$0.2797	\$0.1215
Road & Bridge	\$ 687,597	\$0.1998	\$0.1153

Pamela K. Grow, Phelps County Clerk

PUBLISH: Rolla Daily News – Monday, August 27, 2018

IN THE MATTER OF PUBLIC HEARING
FOR THE ADOPTION OF 2018 TAX LEVIES
FOR PHELPS COUNTY BOARD FOR THE
DEVELOPMENTALLY DISABLED:

Local residents Madonna Usery, Jenni Watkins, and Curt Voss were present as well as Phelps County Focus Staff Writer Andrew Sheeley. Presiding Commissioner Verkamp opened the public hearing on the Developmentally Disabled tax levy as scheduled at 9:00 a.m. The clerk reported that the ceiling had increased very slightly, from \$0.0718 per \$100 assessed valuation, to \$0.0720 due to slight decrease in the assessed value of all real and personal property assessed in both 2017 and 2018. There being no sales tax or other roll back required, the PCBDD had elected to have the ceiling rate as their levy. With no public comments, Presiding Commissioner Verkamp closed the hearing and the levy of \$0.0720 per \$100 assessed valuation was approved as moved by Commissioner Hicks, seconded by Commissioner Stratman.

IN THE MATTER OF
DELINQUENT PROPERTY TAXES:

Madonna Usery presented a request to the Commission that penalties on her delinquent property tax bill be reduced. She had been able to make a payment for the 2016 taxes and penalties at the end of August; she asked for relief—total or partial—of some of her penalties on the property tax. Presiding Commissioner Verkamp informed her that the Commission had no statutory authority to forgive any property taxes.

PHELPS COUNTY COMMISSION RECORD

September 4th, 2018 Twentieth day of the July term

IN THE MATTER OF PUBLIC HEARING
FOR THE ADOPTION OF 2018 TAX LEVIES
FOR PHELPS COUNTY COUNTY REVENUE AND
SPECIAL ROAD AND BRIDGE LEVIES:

Presiding Commission Verkamp opened the hearing for county-wide levies. Rolla Daily News Reporter Lori Amos arrived. A discussion followed regarding property tax versus sales tax method of raising governmental revenue. Sales tax roll-back of fifty cents for every dollar given to each respective fund as had been deducted from the maximum allowed property tax revenue for each; the levy rate was recalculated from that new amount per the State Auditor's formula. The levies resulting were \$0.1215 and \$0.1153 per \$100 assessed valuation for county revenue and the road and bridge fund, respectively. No further comments being received, the hearing was closed by Presiding Commissioner Verkamp. On a motion by Commissioner Hicks, seconded by Commissioner Stratman, these levies were approved.

IN THE MATTER OF
ROAD 7610:

Commissioner Hicks received a call from Tyce Smith, attorney representing someone regarding Road 7610. He asked the Commission to provide an affidavit that the County maintained the road from the end of the state maintenance to the Goodall Cemetery driveway, and had done so for at least 10 years.

IN THE MATTER OF
PHELPS COUNTY REGIONAL
MEDICAL CENTER FDA AUDIT:

The hospital requested that the Commission provide documentation via a letter that PCRMC was justifiably exempt from an FDA audit of their mammography services, due to their status as a government entity. This was approved on a motion by Commissioner Stratman, seconded by Commissioner Hicks.

IN THE MATTER OF
ACCOUNTS PAYABLE:


The Commission reviewed and approved payment of 32 invoices in the amount of \$52,833.42.


IN THE MATTER OF
PHELPS COUNTY EMERGENCY SERVICES:

The PCESB Treasurer Reports for August and September, 2018 were received and reviewed.

READ AND APPROVED:


Randy Verkamp, Presiding Commissioner


Larry Stratman, Commissioner District 1


Gary W. Hicks, Commissioner District 2

PHELPS COUNTY COMMISSION RECORD

September 6th, 2018 Twenty-first day of the July term

Now at this the 6th day of September 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

Deputy Clerk Lisa Dowdy kept minutes in the clerk's absence.

IN THE MATTER OF
MEDICAL LEAVE POLICY:

The Commission revised a previous version of the medical leave policy, which had been passed September 26, 2017. The revision removed the clause allowing an extra 3 months of unpaid leave with continuation of County medical coverage, after FMLA had been exhausted. This was approved on a motion by Commissioner Stratman, seconded by Commissioner Hicks, to read thusly:

FAMILY AND MEDICAL LEAVE

The County follows the Family & Medical Leave Act

This policy supersedes any prior Family & Medical Leave Policy approved by the Commissioners of Phelps County.

Randy Verkamp, Presiding Commissioner

Larry Stratman, Commissioner District 1

Gary W. Hicks, Commissioner District 2

Sept. 6, 2018

IN THE MATTER OF
ROAD 7610 AND COMMISSIONER AFFIDAVIT:

The following was completed, signed and notarized:

AFFIDAVIT OF GARY HICKS

COMES NOW, Gary W. Hicks, first being duly sworn upon his oath, states as follows:

1. I am a County Commissioner of Phelps County, Missouri
2. As County Commissioner, I am responsible for the maintenance of Phelps County Road 7610.
3. Phelps County has continuously maintained Phelps County Road 7610 from the end of the State maintenance sign to the driveway of the Goodall Cemetery for over 10 years. That length of road is approximately a distance of 0.167 miles.
4. The above statements are made on my own personal knowledge and upon questions I have asked County employees.

The affiant sayeth no more.

PHELPS COUNTY COMMISSION RECORD

September 6th, 2018 Twenty-first day of the July term

COUNTY ROAD 7610 AND COMMISSIONER AFFIDAVIT, Continued:

Gary W. Hicks
Phelps County Commissioner

Subscribed and sworn to before me this 6th day of September, 2018.

Mary Carlile, Notary Public

(Notary seal)

IN THE MATTER OF
SENIOR COMPANIONS:

Director of Senior Companions Jan Wiggins requested permission to raffle a basket for Senior Companions to raise funds for her match of the federal grant. The switchboard operators will handle the tickets.

IN THE MATTER OF
TIF:

A discussion was held with Treasurer Carol Green regarding TIF.


IN THE MATTER OF
CITIZEN INPUT:


County Collector-elect Faith Barnes came to discuss the process of tax sales and her calendar.

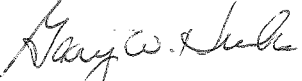
IN THE MATTER OF
ACCOUNTS PAYABLE:

The Commission reviewed and approved accounts payable.

READ AND APPROVED:


Randy Verkamp, Presiding Commissioner


Larry Stratman, Commissioner District 1


Gary W. Hicks, Commissioner District 2

PHELPS COUNTY COMMISSION RECORD

September 11th, 2018 Twenty-second day of the July term

Now at this the 11th day of September 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
UNIVERSITY OF MISSOURI
EXTENSION:

Sarah Havens, the Natural Resources Field Specialist new to the Rolla location, introduced herself to the Commission. Phelps County Focus Staff Writer Andrew Sheeley was also present. She is in contact with the Extension forester, Hank Steltzer, who is mostly in Columbia, MO. Her areas of special knowledge are timber management, sale of timber, and handling the timber tax which is levied only on the growth of the timber since sale of the property.

IN THE MATTER OF
SURPLUS TAX:

A request for surplus tax was discussed. More documentation will be obtained.

IN THE MATTER OF
MISSOURI S&T:

Commissioner Stratman gave an update on the University and its projected infrastructure needs.

IN THE MATTER OF
TRANSPORTATION DEVELOPMENT DISTRICT
(MOVEROLLATDD):

Presiding Commissioner Randy Verkamp supplied information from a recent TDD Board videoconference. Future projects in the MoveRolla TDD include the University Pedestrian Bridge over I-44 at the 185 mile marker overpass, estimated currently at \$2.75 million, of which \$0.5 million would be a Mo DOT share and further upgrades to Kingshighway with a very early estimate of \$4.11 million in cost, though that could be nearly \$7 million with a "reverse frontage" road planned for the northern aspect of the larger parcels on the north side of Kingshighway. Considering \$5.5 million for the 72 Extension, \$4.1 million for Westside Marketplace and the two items previously mentioned, Presiding Commissioner Verkamp said that the total was about \$4.95 million shy of the total bond issue.

IN THE MATTER OF
SALES TAXES:

Treasurer Carol Green presented the sales tax revenues for September, 2018 as \$314,199.02 for County Revenue and \$235,648.85 for Law Enforcement Sales Tax; these were up 18.87% in the month-to-month comparison, up 4.41% in the rolling 12

PHELPS COUNTY COMMISSION RECORD

September 11th, 2018 Twenty-second day of the July term

SALES TAXES, Continued:

month comparisons; an increase of 2.64% in the year to date comparisons.

IN THE MATTER OF
CITIZEN INPUT:

Local resident Chester Kojro expressed some thoughts about the Highway 72 extension. He thought he remembered that it was to be four lanes and divided; he is disappointed that it is not. He believes that the sidewalk is very narrow especially across the railroad bridge, and is only one-sided.

IN THE MATTER OF
1972 JAIL RENOVATION:

A possible extension and painting of the cells were discussed.

IN THE MATTER OF
PAYROLL:

Payroll for September 14, 2018 for work dates 8/16-31/2018 in the amount of \$174,635.10 net, \$54,938.28 federal withholding, and \$7,618.50 state withholding was approved.

IN THE MATTER OF
ACCOUNTS PAYABLE:

The Commission reviewed and approved accounts payable for payment of 3 invoices and 125 invoices for \$437.96 and \$99,569.39, respectively.

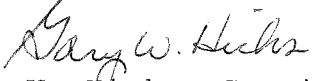
READ AND APPROVED:



Randy Verkamp, Presiding Commissioner



Larry Stratman, Commissioner District 1



Gary W. Hicks, Commissioner District 2

PHELPS COUNTY COMMISSION RECORD

September 13th, 2018 Twenty-third day of the July term

Now at this the 13th day of September 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
GRANDVIEW ESTATES AND
STERLING HILLS DRIVE:

Local resident Bill Bicknell attended the Commission meeting to provide a progress report on the road improvements planned, and to review the process to insure nothing was being overlooked. He said that there was a verbal agreement of all parties with property affected along Sterling Hills Drive and the written agreement is circulating. He hopes roads will be accepted by the county; Presiding Commissioner Verkamp emphasized that RSMo 228.010 through 228.190 relate to road acceptance by deed; this would be in contrast to the intent of acceptance of the road for maintenance by the county. Bicknell reminded him that the plat had been accepted with easements. He was asked if litigation had been required; Bicknell said it was, but as soon as all the money was in the escrow account, the lawsuit would be dismissed and construction will begin. All funds will need to be deposited by the end of September; construction hopefully will take place from October through November.

IN THE MATTER OF
CITIZEN INPUT:

Local resident Chester Crider spoke about the Highway 72 extension with enthusiasm.

IN THE MATTER OF
FLOODPLAIN BUY-OUT
AGREEMENT MODIFICATIONS:

The Commission had been presented with amended versions of the Phelps County Voluntary Buyout Policy (FMA), a buyout of six properties; and the Phelps County Voluntary Buyout Policy (HMGP, or Hazard Mitigation Grant Program), a buyout of 4 properties. The sole change in each was under the General Buyout Policy, item 13, which now specified that demolition costs would be eligible to be reimbursed by the grants. Under previous versions, the county would be responsible for the cost of demolition after transfer of title. On a motion by Commissioner Stratman, seconded by Commissioner Hicks, these were approved.

IN THE MATTER OF
COLLECTOR AGREEMENT TO
COLLECT EDGAR SPRINGS
REAL AND PERSONAL PROPERTY TAXES:

Collector Davis Haas presented an agreement between himself, the Phelps County Commission, and the City of Edgar Springs, MO dated September 12, 2018. For the collection and monthly turnover to Edgar Springs, the Collector and County will both be

PHELPS COUNTY COMMISSION RECORD

September 13th, 2018 Twenty-third day of the July term

COLLECTOR AGREEMENT, Continued:

compensated in the amount of 1% (each) of the total amount of taxes and any interest received by the Collector. The Collector currently has agreements with the other five incorporated cities in the county. On a motion by Commissioner Hicks, seconded by Commissioner Stratman, the agreement was approved.

IN THE MATTER OF
EXCHANGE OF ROAD STRIPING
FOR CHIP AND SEAL:

The City of Rolla had agreed to stripe county roads with their equipment in exchange for the County chip and sealing certain city parking lots and roadways. The consensus was that the city was behind in the value of work and materials it had contributed, compared to the county. An invoice will be sent.

IN THE MATTER OF
SURPLUS TAX:

Rolla Daily News Reporter Lori Amos entered the meeting. Because the property had been redeemed after its sale at the 2017 Collector's Delinquent Tax Sale, and because the Collector had refunded to the purchasers the total of taxes and fees, the Commission authorized Treasurer Carol Green to pay \$750.47 in Surplus Tax to Curtis and Nancy Burns on a motion by Commissioner Stratman, seconded by Commissioner Hicks.

IN THE MATTER OF
MERAMEC COMMUNITY
ENHANCEMENT CORPORATION (MCEC):

Commissioner Hicks gave a report on the MCEC.

IN THE MATTER OF
1972 JAIL RENOVATION:

Sheriff Rick Lisenbe, PCSD Capt. Rick Hope, PCSD Lt. Matt Shults, Jack Mentink, P.E. of Integrity Engineering, and Director of Support Services Mark Brookshire arrived at the meeting. Mentink gave an update on the Jail Renovation project; the contractor had stepped up his efforts for the past 2-3 months, with more people at the job site. Mentink does not believe special allowances are being sought. The exterior work, site work, and storm sewers are done. Fascia material is expected. Interior steel framing is done; most of the drywall is up; the electric is almost completed. The administrative area in the front half is painted and finished as are the guard walkway, bars, doors, and jambs. The concrete walls and ceilings of the cells were not included in the contract and this was, according to Mentink, an omission. The somewhat elaborate three-part painting requiring respirators can be done by the contractor, who does not want to buy the \$5,500 worth of paint needed. Change Order #2 established an extension to September 19 but the contractor is considering requesting another extension of 30 days. Originally a 210 day project, in hindsight Mentink thinks that it probably should have been 240 days especially in light of the drain work and concrete-cutting alone that had been needed. Presiding Commissioner Verkamp

PHELPS COUNTY COMMISSION RECORD

September 13th, 2018 Twenty-third day of the July term

1972 JAIL RENOVATION, Continued:

asked for input from those present. Commissioner Hicks said, that if the current work ethic had existed at the outset, this trouble would not have occurred. He also said that it seemed that the contract documents specified painting of the cells; Mentink said, "Just the metal cells," and said the final version of the plans has a line through the cells, suggesting no painting. Commissioner Stratman concurred, stated that "...in the middle of the project they weren't giving it their full attention, and now they have their hands out to the people." Sheriff Lisenbe said he had no confusion on his part; he understood the cells were to be painted; he thinks either the contractor pays or Integrity Engineering pays for the paint. Alternatives were discussed in some detail with respect to who should bear the cost of the paint and painter labor, and the length of the extension, and the daily rate for liquidated damages. At 1120 Adam Howey, David Hodges, and Jordan Haeffner of MSI Constructors entered; Presiding Commissioner Verkamp asked Mentink to summarize the meeting thus far. Subsequently, telecommunications access to the building was discussed.

IN THE MATTER OF
ACCOUNTS PAYABLE:

The Commission reviewed and approved payment of 55 invoices in the amount of \$211,052.56.

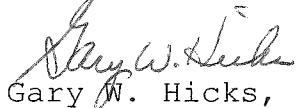
READ AND APPROVED:



Randy Verkamp, Presiding Commissioner



Larry Stratman, Commissioner District 1



Gary W. Hicks, Commissioner District 2

PHELPS COUNTY COMMISSION RECORD

September 18th, 2018 Twenty-fourth day of the July term

Now at this the 18th day of September 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
COUNTY CLERK FEE TURNOVER:

The clerk presented August 2018 turnover for passport acceptance fees of \$3,045.00 and county clerk fees of \$1,620.80, pursuant to RSMo 50.360. Local resident Ray Schweikhardt and Phelps County Focus Staff Writer Andrew Sheeley were also present.

IN THE MATTER OF
POSTAGE MACHINE:

The lease on the paired Pitney-Bowes postage machine and folder/insertor is set to expire at the end of the 60 month term in December, 2018. Pitney-Bowes has the state contract, and the clerk will solicit input from department heads and office holders with respect to any concerns they have about the equipment.

IN THE MATTER OF
HEALTH DEPARTMENT WIC CONTRACT:

Phelps/Maries Health Department Director Ashley Wann presented her renewal of the annual contract with WIC: the WIC Local Agency Nutrition Services contract, to run 10/1/2018 through 9/30/2019. The amount is \$220,448. As moved by Commissioner Stratman, seconded by Commissioner Hicks, this was approved. Rolla Daily News Reporter Lori Amos arrived.

IN THE MATTER OF
HEALTH DEPARTMENT
FLU SHOT CLINIC:

Wann notified the Commission that the annual flu shot clinic would be held at the Lion's Club Den on October 3, 2018.

IN THE MATTER OF
FARMER'S MARKETS AND
FOOD SERVICE PERMITTING:

Schweikhardt wanted to inquire about kitchens operating for or within local farmer's markets. Wann said that "Cottage Food Law" typically applied, meaning uncut produce, vendors not allowed to do any of their own cooking or canning save for baked goods and jams and jellies, without the use of a commercial kitchen. Wann said there had been few complaints; one vendor was smoking chicken, which he had raised himself, on-site; law or regulations required him to have triple sinks and so on. Wann said the health department is just enforcing the law.

PHELPS COUNTY COMMISSION RECORD

September 18th, 2018 Twenty-fourth day of the July term

IN THE MATTER OF
EMERGENCY MANAGEMENT
PERFORMANCE GRANT:

Emergency Management Director Cpl. Mike Kirn of the Phelps County Sheriff's Department presented the renewal of his grant through the State Emergency Management Agency (SEMA), which was approved on a motion by Commissioner Hicks, seconded by Commissioner Stratman. This grant supplies \$7,800 annually as federal share, passed through SEMA, matched equally by the County.

IN THE MATTER OF
PROCLAMATION, MANUFACTURING DAY
IN PHELPS COUNTY:

The following proclamation was approved by the Commission:

PROCLAMATION

MANUFACTURING DAY IN PHELPS COUNTY

WHEREAS, Economists agree that there are three ways to create wealth: Mine It; Grow It; or Make It. Missouri is rich in natural and agricultural resources and Missouri manufacturers make everything from automobiles to aircraft parts to food products to furniture, chemicals and electrical equipment including products sold directly to consumers and parts of other manufactured goods; and

WHEREAS, there are nearly 6,000 manufacturing companies in Missouri and they contribute \$36.28 billion or 13.1 percent of the Total Gross State Product, creating wealth for the more than 260,000 people directly employed in manufacturing and the many more whose livelihoods are indirectly supported by manufacturing; and

WHEREAS, manufacturing jobs provide an annual compensation which is significantly higher than the state's average wage; and

WHEREAS, manufacturing jobs enable Missouri families to realize the dreams of owning a home, educating children and enjoying a secure retirement; and

WHEREAS, manufacturers pay millions of dollars annually to support public education, law enforcement, emergency preparedness, public works and other essential services.

NOW, THEREFORE, Phelps County does hereby proclaim October 5, 2018 as Manufacturing Day in Phelps County. And, I commend Missouri Enterprise and the Manufacturing Extension Partnership for the valuable technical and business assistance that they provide to our small- and medium-sized manufacturers.

IN WITNESS WHEREOF, I have hereunto set my hand this 18th day of September, in the year two thousand and eighteen and I encourage all Missourians to show their support for our manufacturers by purchasing products made in Missouri and America.

Randy Verkamp, Presiding Commissioner

PHELPS COUNTY COMMISSION RECORD

September 18th, 2018 Twenty-fourth day of the July term

IN THE MATTER OF
KANE COUNTY UTAH VERSUS
THE FEDERAL GOVERNMENT:

The clerk provided an update that the document from the County enjoining this lawsuit over the matter of alleged underpayment of PILT funds by the U.S. Federal Government, had been received.

IN THE MATTER OF
CITIZEN INPUT:

Local resident Chester Kojro joined the meeting.

IN THE MATTER OF
CART FUNDS:

The Commission approved the participation of the County in the Missouri Department of Conservation's CART program for gravel on roads serving the MDC lands. This will provide rock at the Little Prairie Conservation Area.

IN THE MATTER OF
ROAD 1280 AND APPEAL
OF FEMA ELIGIBILITY:

Following involvement by U.S. Representative Jason Smith of the 8th District, the Corps of Engineers will not pursue repayment of funds provided after the 2015 and 2017 floods to restore the low water crossing on Road 1280. Though the Corps believed that the completed work appeared to be a violation of the Clean Water Act which did not qualify for a non-reported Nationwide Permit Verification, the Corps stated that enforcement was discretionary, and had decided not to pursue any further action on the project and had administratively closed the file. Amos and Sheeley left the meeting.

IN THE MATTER OF
1972 JAIL RENOVATION:

Sheriff Richard Lisenbe arrived to discuss the progress on the jail project. He discussed the liquidated damages charge; who should pay for the materials and labor for painting the cells; ordering inmate bunks and tables. Lisenbe said it was the Integrity engineer's responsibility to order these fixtures, and MSI was to install them. Painting prior to installation of these fixtures would be much preferable and would require several weeks. Presiding Commissioner Verkamp pointed out that if the engineer did not specify painting of the cells to the contractor, then they are entitled to more time. The Sheriff wants the Commission to decide on the length of the extension: 30 or 45 days. Presiding Commissioner Verkamp contacted engineer Jack Mentink by phone to set up a meeting on September 20, 2018.

IN THE MATTER OF
MRPC:

The Commission discussed MRPC's request for comments on a proposal to pay for a study of brownfield sites; no action was taken.

IN THE MATTER OF
PAYROLL:

The Commission reviewed and approved a vacation payout of \$1,046.40.

PHELPS COUNTY COMMISSION RECORD

September 18th, 2018 Twenty-fourth day of the July term

IN THE MATTER OF
ACCOUNTS PAYABLE:

The Commission reviewed and approved contract pay of two invoices totaling \$453.00.

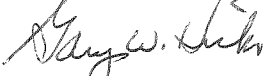
READ AND APPROVED:



Randy Verkamp, Presiding Commissioner



Larry Stratman, Commissioner District 1



Gary W. Hicks, Commissioner District 2

PHELPS COUNTY COMMISSION RECORD

September 20th, 2018 Twenty-fifth day of the July term

Now at this the 20th day of September 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
OFFICE HOLDERS AND
DEPARTMENT HEADS MEETING:

Collector Davis Haas, Assessor Bill Stoltz, Sheriff Richard Lisenbe, Treasurer Carol Green, Recorder of Deeds Robin Kordes, Phelps/Maries Health Department Director Ashley Wann, University of Missouri Extension Director Chantae Alfred, Director of Support Services Mark Brookshire, Ray Schweikhardt and Phelps County Focus Staff Writer Andrew Sheeley were present. Haas began by saying that he would like to see the monthly office holder's meetings recur. Commissioner Hicks asked if quarterly was enough; Haas said monthly would be better, unless 90% or greater attendance was not possible. Haas then brought up attending a meeting in Jefferson City for the Collector's Association. He asked for and was granted reimbursement of expenses in the form of his \$50 attendance fee and his lodging. When he asked for reimbursement of meal and mileage expenses, he was asked for more documentation. He said somewhat emphatically that he did not answer to the clerk or the A/P clerk in her office, and that the Commission had no control over his Tax Maintenance Fund. He stated that if he turned in a request for reimbursement it should be paid, and on time. Lisenbe commented on his responsibility to be accountable to his budget. Stoltz said that on occasion he has approved payment, and after payment was made, it was a different amount. Also, there were multiple comments about the timeliness of payments. This was followed by comments about per diem, or more accurately, meal reimbursements. Wann said her staff often are constrained by short meal breaks when at training, such that only the more expensive options on-site are available for meals. Haas wondered if the policy for meal reimbursements should be changed. Commissioner Stratman observed that meal reimbursement was not designed to pay for the entire meal, but to compensate an employee for what the meal away would cost compared to at home. Brookshire gave examples of being at training venues where only expensive menus were available, which was concurred with by Alfred. Commissioner Hicks summarized by saying the office holder had some control or autonomy with respect to their budget; however, the Commission always signed off on accounts payable in good faith and did have some fiduciary responsibility. Kordes was bothered by bills not being paid in a timely fashion, when they were submitted in a timely fashion; Green was concerned with late fees. Schweikhardt left. Presiding Commissioner Verkamp asked if there was a consensus regarding abandoning per meal reimbursements and changing to a per diem. Green thought office holders should be able to have all expenses paid for their employees in the course of their employment. Commissioner Stratman said that he was against a flat per diem and was of the opinion that if there was no

PHELPS COUNTY COMMISSION RECORD

September 20th, 2018 Twenty-fifth day of the July term

OFFICE HOLDERS & DEPARMTENT HEADS, Continued:

lodging bill, then there should be no per diem. On a different subject, Kordes said some employees had asked for something to be done at Christmas time, though there is acknowledgement of the expense incurred with some of the venues. Wann said most employees just want recognition.

IN THE MATTER OF
EDGAR SPRINGS:

Carolyn Dunham, Edgar Springs South Ward Alderwoman, came to discuss events that concern her. The current city clerk was in a motor vehicle accident Sunday, 9/16/18, and was hospitalized. She stated that at 0815 the next morning, the mayor, the two aldermen from the North Ward and perhaps one other took hinges off the door into the city hall entrance and accessed records. She stated that she had the key, was home, and they could have procured the key from her. Dunham said that another clerk was hired and she did not think this was right; there had been no meeting of the full board of aldermen. She thinks the current city clerk is highly capable and conscientious; the city has functioned in the past fairly well for longer periods than just a few days, in the absence of a clerk. Presiding Commissioner Verkamp advised her to speak with the city's counsel; Dunham said the city employed Lance Thurman to handle traffic tickets.

IN THE MATTER OF
LIABILITY INSURANCE:

Daniel Cavender with BPJ entered as did Rolla Daily News Reporter Lori Amos. The process of renewal of the Phelps County liability coverages was discussed. Presiding Commissioner Verkamp said the 1972 jail was still covered by builder's risk coverage. Square footage, pre- and post-renovation values were discussed. He will be in contact with the Sheriff's Department.

IN THE MATTER OF
1972 JAIL RENOVATION
AND CHANGE ORDER:

Sheriff Richard Lisenbe, PCSD Jail Administrator Lt. Matt Shults, Jack Mentink, P.E. with Integrity Engineering, Adam Howey and Jordan Haeffner with MSI Constructors, Andrew Sheeley of the Phelps County Focus Newspaper and Collector Davis Haas entered the Commission Hearing Room. Presiding Commissioner Verkamp invited Mentink to begin, which he did with a discussion of the proposed change of the liquidated damages (LD's) to \$1,000 daily from \$500 daily, after an extension was granted. MSI was not amenable to this. Howey said MSI was unwilling to absorb the cost of paint as well as having LD's increased; he was willing to absorb \$7,000 for the labor of painting, if the county paid for the paint and materials. His initial request was for a 30 day extension. Mentink said the County paying for painting the cells was never in the bid; Mentink offered to pay half the \$5,500 cost of the paint. Commissioner Hicks asked if Howey could accommodate the cell painting with an additional 30 days; Howey said he was good for \$7,000 for labor, others paying for the paint, but that he would actually like 50 days, if he could get them. After further discussion, with the

PHELPS COUNTY COMMISSION RECORD

September 20th, 2018 Twenty-fifth day of the July term

1972 JAIL RENOVATION AND CHANGE ORDER, Continued:

Sheriff okaying a 45 day extension, Commissioner Stratman moved, Commissioner Hicks seconded, a 45 day extension with MSI paying the labor for paint, the County and/or Integrity Engineering absorbing the cost of the paint and materials; Presiding Commissioner Verkamp amended to a 45 day extension with an increase in the LD's to \$1,000 daily after 45 days, which was approved on a motion by Commissioner Hicks, seconded by Commissioner Stratman. Commissioner Hicks stated his belief that it was remarkably inefficient on the part of Mentink as an engineer to leave, unordered, the bunkbed and table fixtures, so late in the project.

IN THE MATTER OF
MERAMEC REGIONAL DEVELOPMENT
CORPORATION (MRDC):

Commissioner Hicks provided a report on a recent loan approved to a small business in Hermann, MO.

IN THE MATTER OF
ACCOUNTS PAYABLE:

The Commission approved the payment of 191 invoices and 4 invoices in the amounts of \$508,280.87 and \$5,082.52, respectively.

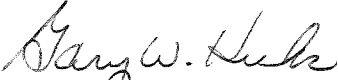
READ AND APPROVED:



Randy Verkamp, Presiding Commissioner



Larry Stratman, Commissioner District 1



Gary W. Hicks, Commissioner District 2

PHELPS COUNTY COMMISSION RECORD

September 25th, 2018 Twenty-sixth day of the July term

Now at this the 25th day of September 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
COMMUNITY DEVELOPMENT BLOCK GRANT,
ST. JAMES CARING CENTER:

Presiding Commissioner Verkamp convened the hearing as scheduled at 0900. Attendees included Kelly Sink-Blair, Project Development Manager for Meramec Regional Planning Commission (MRPC); Ramona Rinehardt of the St. James Caring Center; Assessor Bill Stoltz; Rolla Daily News Reporter Lori Amos and Phelps County Focus Staff Writer Andrew Sheeley. The purpose of the CDBG funding, according to Sink-Blair, would be for renovation of the back of the thrift shop from which the Center derives significant revenue, and for resurfacing the parking lot. This area provides parking not only for the thrift shop, but for the recently-opened Senior Center. Sink-Blair explained that the total grant funds would be \$344,110 and that a community needs assessment would be required. The paving is needed for accessibility. Expanding the store will permit generation of more revenue. Subsequently the scope of the building renovation was discussed as was the markedly heavy use of the Senior Center since the new facility opened on June 27, 2018. Sink-Blair asked the Commission to complete a top five needs list. These were: Transportation & Infrastructure; Expanded Public Transportation Opportunities; Senior Services; Workforce Development; Drug Abuse Treatment and Education. The Needs Assessment document was approved as moved by Commissioner Stratman, seconded by Commissioner Hicks. The Applicant-Subapplicant agreement, between Phelps County and the St. James Caring Center, was signed as approved on a motion by Commissioner Hicks, seconded by Commissioner Stratman. There being no further comments, the hearing was closed by Presiding Commissioner Verkamp at 0940.

IN THE MATTER OF
ROLLA CITY ANNEXATION:

Assessor Stoltz provided some information on the sequence of events for city land annexations.

IN THE MATTER OF
MODOT INVENTORY OF
PHELPS COUNTY ROADS:

Michelle Bock of the Road Department entered. Mo DOT had supplied the County with a book of maps showing county roads for the road inventory; there were some changes desired by the County and Bock reviewed these. A segment of Old Highway 63 had not been deeded to the County despite the county having a maintenance agreement with the State. Commissioner Hicks thinks this should be entered in the County road inventory. After the

PHELPS COUNTY COMMISSION RECORD

September 25th, 2018 Twenty-sixth day of the July term

MODOT INVENTORY OF PHELPS COUNTY ROADS, Continued:

County submits a change request, Mo DOT will perform a review. On a motion by Commissioner Hicks, seconded by Commissioner Stratman, the list with changes was approved.

IN THE MATTER OF
ASSESSOR BID OPENING:

Assessor Stoltz had received one sealed bid for printed and mailed assessment lists and second notices; the bid was opened as scheduled at 10:00. The total from EB Rice being nearly \$1400 less than the prior year, Commissioner Stratman moved and Commissioner Hicks seconded its approval.

IN THE MATTER OF
1972 JAIL RENOVATION:

On a motion by Commissioner Hicks, seconded by Commissioner Stratman, Mo DOR Form 5060 for sales tax exemption on 1972 Jail Renovation materials purchased by MSI was updated to show an ending date of 12/01/2018. Jack Mentink, P.E. of Integrity Engineering was present. He confirmed that Sheriff Lisenbe had been agreeable to the order. Two items were presented as comprising "Change Order Number 3". They were:

Item	Description	Amount Added
(1)	Prepare and Paint all CMU and concrete walls and ceilings in Jail Cells 121-132 and corridors 133-134. All areas will be painted with the CI-OP-3L system.	\$ 5,500.00
(2)	Liquidated damages in the contract will increase to \$1000 per calander day in accordance with the items of the contract.	\$ 0.00
	TOTALS	\$ 5,500.00

On a motion by Commissioner Hicks, seconded by Commissioner Stratman, this was approved.

IN THE MATTER OF
CORONER REMONUMENTATION:

The State Grant program for the Surveyor's remonumentation of PLSS Land Corners for 2019, with the state intending reimbursement of a maximum of 15 (fifteen) corners at \$300 per corner, was approved on a motion by Commissioner Hicks, seconded by Commissioner Stratman.

IN THE MATTER OF
LAGERS ANNUAL MEETING:

PCSD employee Steve Lorts was the employee receiving the most votes by employee members and thus was eligible to attend the annual LAGERS meeting as the member delegate. HR clerk Lisa

PHELPS COUNTY COMMISSION RECORD

September 25th, 2018 Twenty-sixth day of the July term

LAGERS ANNUAL MEETING, Continued:

Dowdy was desirous of attending as the employer delegate. These two individuals were approved on a motion by Commissioner Stratman, seconded by Commissioner Hicks.

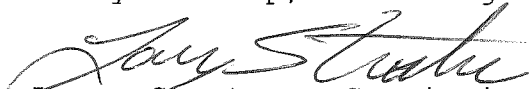
IN THE MATTER OF
ACCOUNTS PAYABLE:

The Commission reviewed and approved the payment of 96 invoices in the amount of \$174,805.67.

READ AND APPROVED:



Randy Verkamp, Presiding Commissioner



Larry Stratman, Commissioner District 1



Gary W. Hicks, Commissioner District 2

PHELPS COUNTY COMMISSION RECORD

September 27th, 2018 Twenty-seventh day of the July term

Now at this the 27th day of September 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 FARMER'S MARKET:

Local resident Laura Weiss came to inquire about the status of the food inspections at the farmer's market. Presiding Commissioner Verkamp asked her for her thoughts. Weiss thinks that some people have been vendors at farmer's markets for many years, and they know what they're doing; this is in contrast to younger and/or less experienced vendors who may not know as much. She personally uses 1942 recipes for her canned goods and has been making baked goods for decades for sale. When asked for her suggestions on how the farmer's markets should operate, she thought that it was a good idea for the Health Department to be involved, saying, "We don't want anyone to get sick." She said that the Health Department should, perhaps, talk to vendors more rather than less; when they aren't talked to, she says the vendors become angry. Commissioner Stratman stated that the whole issue became more urgent when someone got sick, allegedly from the food at Rolla Farmer's Market downtown. Weiss said that on the previous Saturday, the number of vendors had dropped precipitously from about 35 to 6 or 7. She inquired about the Cottage Food Law, and Commissioner Hicks supplied her with some information.

IN THE MATTER OF OZARKS RIVER SOLID WASTE MANAGEMENT DISTRICT "TOUGH ON TRASH":

The County received a letter stating that the grant application for the Tough on Trash Grant program had been denied.

IN THE MATTER OF CDBG FOR ST. JAMES CARING CENTER:

Multiple documents for the application of this grant and its sponsorship by the County were approved on a motion by Commissioner Stratman, seconded by Commissioner Hicks.

IN THE MATTER OF PWSD #4:

Local resident Curt Voss, a board member of the PWSD #4 near St. James, visited with the Commission about delinquent accounts.

IN THE MATTER OF DOCUMENT DESTRUCTION:

Pursuant to RSMo 115.493, the 22 month retention period for the April 5, 2016 Municipal General Election had elapsed. On a

PHELPS COUNTY COMMISSION RECORD

September 27th, 2018 Twenty-seventh day of the July term

DOCUMENT DESTRUCTION, Continued:

motion by Commissioner Hicks, seconded by Commissioner Stratman, the following documents were approved for destruction:

- Unvoted Ballots- Rolla Ward 1, Rolla Ward 2, Rolla Ward 4, Cold Springs East
- Unvoted Ballots- Doolittle Wards, Jerome, Miller/Rolla Outside North, Rolla Ward 5, Rolla Ward 6
- Unvoted Ballots- Edgar Springs, Cold Spring West, Dawson/ St James 1,2&3
- Unvoted Ballots- Rolla Outside South, Dillon Central, Dillon North
- Unvoted Ballots- Newburg/ Liberty, Rolla Ward 3
- Unvoted Ballots- Absentee- All Types
- Unvoted Ballots- Absentee #1
- Unvoted Ballots- Absentee #2
- Voted Ballots- Meramec/St James Ward 4, Dillon North, Absentee
- Voted Ballots- Rolla Ward 1, Rolla Ward 2, Dillon South, Newburg/ Liberty, Rolla Outside South, Cold Springs West
- Voted Ballots- Rolla Ward 4, Dillon Central, Doolittle Wards
- Voted Ballots- Miller/ Rolla Outside North, Rolla Ward 3
- Voted Ballots- Edgar Springs, Cold Springs East, Dawson/ St James Ward 1,2&3, Jerome, Rolla Ward 5, Rolla Ward 6
- Precinct Roster, Supplemental Roster, and Affidavits for Jerome, Newburg/ Liberty, Edgar Springs, Dillon North, Cold Springs East, Meramec/St James Ward 4, Miller/ Rolla Outside North, Rolla Ward 1, Rolla Ward 3, Rolla Ward 4, Rolla Ward 5
- Precinct Roster, Supplemental Roster, and Affidavits for Doolittle Wards, Dawson/ St James Ward 1,2&3, Dillon Central, Dillon South, Cold Springs West, Rolla Ward 2, Rolla Ward 6, Rolla Outside South.
- Optical Scan Seal Verification, Results tape, Blue Seals
- Tapes Pre/Post test, Manual Count of test decks, Counts by polling places, Test Decks 1-29
- Absentee Ballot Received Report (E19), Absentee Ballot Applications, Absentee Ballot Envelopes, Insight Optical Scan Precinct Book, Certificate of Ballots, Spoiled Absentee Ballots, Absentee Received Late, List of Applications for Walk- In Absentee Ballots.
- 1 Sample BT5, 1 Sample BT11
- Rolla Outside South Precinct Roster Page 127, Absentee Ballots Received Report (Jerome) E-021
- Certificates of Appointment, Application for Absentee Ballot.
- Dillon Central Supplemental Precinct Roster
- Election Judge Equipment sign out, Election Judge Oaths, Oath of DRE operators

Randy Verkamp, Presiding Commissioner

PHELPS COUNTY COMMISSION RECORD

September 27th, 2018 Twenty-seventh day of the July term

DOCUMENT DESTRUCTION, Continued:

Larry Stratman, Commissioner District 1

Gary W. Hicks, Commissioner District 2

IN THE MATTER OF
POSTAGE MACHINE CONTRACT:

The Pitney-Bowes Machine having neared the end of the 60-month lease contract, and a like-for-like exchange of a new machine being desirable for overall better functioning, the clerk had looked at the options with the company for not only a postage machine but the inserter/folder. The quarterly lease payments would be a bit less with 95 letters (each weighed), as opposed to 115 letters per minute. The inserter/folder machine currently in use is no longer supported; the new model would be essentially like-for-like save for a more user-friendly touch screen. Pitney-Bowes has the state contract. On a motion by Commissioner Hicks, seconded by Commissioner Stratman, the contract was approved.

IN THE MATTER OF
COURTHOUSE SECURITY:

After the arrival of Sheriff Richard Lisenbe, the Commission discussed planning for bailiff coverage of the lobby. The Sheriff said one difficulty was the tendency for the Circuit Judges to decide, on very short (i.e., less than a day) notice, that they would be holding hearings and scheduling to cover all the courtrooms in use had become problematic. The bailiffs had also recently had to spend time at the training range, adding to the difficulty.

IN THE MATTER OF
SUNSHINE LAW REQUEST:

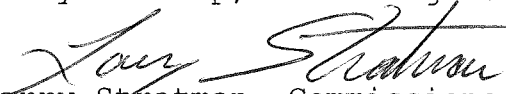
The clerk was in receipt of a request for information over all recorded history from a law firm representing Jackson County, Missouri et al. in a suit over guardrail ends. The Commissioners and Superintendent of Roads Walter Snelson were not aware of any dealings with Trinity Industries, Inc. or Trinity Highway Products, LLC. The clerk will communicate this.


IN THE MATTER OF
ACCOUNTS PAYABLE:

The Commission reviewed and approved payment of 9 invoices for \$30,585.81 and the employee health premium of \$108,878.63.

READ AND APPROVED:


Randy Verkamp, Presiding Commissioner


Larry Stratman, Commissioner District 1


Gary W. Hicks, Commissioner District 2