

# PHELPS COUNTY COMMISSION RECORD

July 2, 2019 First day of the July term

Now at this the 2nd day of July 2019 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  
CLOSING COURTHOUSE:

Governor Mike Parson signed a proclamation stating that Missouri executive branch offices would be closed on Friday, July 5, 2019. Missouri's Supreme Court Chief Justice issued an order closing offices of the state courts. On a motion by Commissioner Stratman, seconded by Commissioner Hicks, the Phelps County Courthouse will be closed that day. Local resident Ray Schweikhardt, Phelps/Maries Health Department Director Ashley Wann, and Phelps County Focus Staff Writer Andrew Sheeley were also present.

IN THE MATTER OF  
BOARD OF EQUALIZATION:

Holding phone hearings with appellants to the BOE was discussed.

IN THE MATTER OF  
HEALTH DEPARTMENT CONTRACT (WIC):

Phelps/Maries Health Department Director Ashley Wann notified the Commission that Phelps County is in a pilot program which will change the way WIC benefits are distributed, with cards being substituted for paper checks. The needed amendment to the WIC contract was approved on a motion by Commissioner Stratman, seconded by Commissioner Hicks.

IN THE MATTER OF  
HEALTH DEPARTMENT CONTRACT,  
HOME VISITATION/HEALTHY FAMILIES:

Wann presented the contract for the third year of three for the Home Visitation/Healthy Families grant, with slightly increased funding, which was approved on a motion by Commissioner Hicks and seconded by Commissioner Stratman. Wann then left.

IN THE MATTER OF  
CITIZEN INPUT:

Local resident Chester Kojro entered the meeting.

IN THE MATTER OF  
DUKE RURAL FIRE  
PROTECTION DISTRICT:

For the purpose of obtaining an in-house loan from Intercounty Electric, the donation of 2 hours of grant writing time from the County's allotment with MRPC was approved as moved by Commissioner Hicks, seconded by Commissioner Stratman.

# PHELPS COUNTY COMMISSION RECORD

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IN THE MATTER OF  
AUDITOR'S LETTER  
REGARDING PENDING LITIGATION:

The Commission was asked by McBride, Lock and Associates, LLC, the firm performing the 2017 and 2018 calendar year audits, to provide written consent for the prosecuting attorney to furnish the auditing firm with information about any pending or threatened litigation. This letter was approved as moved by Commissioner Stratman and seconded by Commissioner Hicks.

IN THE MATTER OF  
SENIOR COMPANIONS:

The Commission approved a breakdown of the in-kind support received from Phelps County by the Senior Companions Program for the first six months of 2019. This included donated treasurer's audit cost of \$2,500; donated grantee bookkeeping of \$1,500; donated Sky Room for in-service and advisory council meetings of \$1,200; and \$6,101.50 for the office space, utilities, janitorial, pest control, snow removal, etc. The total was \$11,301.50. This was approved on a motion by Commissioner Hicks, seconded by Commissioner Stratman. Kojro then left.

IN THE MATTER OF  
BID OPENING AND AWARD,  
CERTIFICATES OF DEPOSIT:

Treasurer Carol Green entered the meeting and bids for Certificates of Deposit were opened as scheduled at 10:00 a.m. The following amounts were being bid: Meramec Home Health Association (MHHA) monies, \$225,000; Unemployment Fund \$100,000; Law Enforcement Debt Service Fund \$200,000; PA Drug Fund \$150,000; Courthouse Sales Tax Fund \$500,000; Jay White Fund \$200,000; Law Enforcement Sales Tax Fund \$3,000,000 (increased from \$2,000,000.) Six and 12-month APY interest rates were requested.

<u>BIDDER NAME</u>	<u>6 MONTH RATE</u>	<u>12 MONTH RATE</u>
First State Community Bank, Rolla	1.05%	1.30%
Phelps County Bank, Rolla	1.00%	1.25%
The Bank of Missouri, Rolla, except*	1.65%	1.70%
*Courthouse Sales Tax, \$500,000	1.70%	1.75%
*LEST, \$3,000,000	1.91%	1.94%
Town & Country Bank, Rolla, except**	0.95%	1.90%

\*\*Courthouse and LEST, no bid

As moved by Commissioner Hicks, seconded by Commissioner Stratman, award to Town and Country Bank was approved, except for award of Courthouse Sales Tax \$500,000 and LEST \$3,000,000 was made to The Bank of Missouri.

# PHELPS COUNTY COMMISSION RECORD

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IN THE MATTER OF  
CITIZEN INPUT:

Local resident Chester Crider attended the meeting.

IN THE MATTER OF  
DEPOSITORY BIDS:

A discussion was held about what might be incorporated into future depository bids. Various funds rates were discussed. Recorder of Deeds Robin Kordes and Collector Faith Barnes arrived to contribute some observations and thoughts on the process. Presiding Commissioner Verkamp's membership on the board of Phelps County Bank, and his self-exclusion from deliberations, was noted. On a motion by Commissioner Stratman, seconded by Commissioner Hicks, the matter of awarding the depository bids was tabled until the next Commission meeting of July 9, 2019 at 9:00 a.m.

IN THE MATTER OF  
PUBLIC ADMINISTRATOR  
WORKLOAD:

Phelps County Public Administrator Kathy Oliver came to update the Commission on her many requests for guardianships; her suspicion that some cases are given to her because it's the easiest way but perhaps not the best way out of a difficult situation; her ongoing need for legal counsel with the difficulty of her cases. Mention was made that it might not be proper to pay legal expenses from some sources.

IN THE MATTER OF  
ACCOUNTS PAYABLE:

The Commission reviewed and approved payment of Grand Jury stipends and mileage from the 7/24/18 through 1/29/2019 period in the amount of \$3,057.60, as well as 59 general invoices in the amount of \$66,034.61.

READ AND APPROVED:



Randy Verkamp, Presiding Commissioner



Larry Stratman, Commissioner District 1



Gary W. Hicks, Commissioner District 2

# PHELPS COUNTY COMMISSION RECORD

July 9, 2019 Second day of the July term

Now at this the 9th day of July 2019 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  
DEPOSITORY BID AWARD:

Treasurer Carol Green, Recorder of Deeds Robin Kordes and Phelps County Focus Staff Writer Andrew Sheeley were present. The interest rate offered by First State Community Bank was less than Phelps County Bank. The bid specifications had included an ATM machine in the Courthouse lobby, at no charge. The Bank of Missouri had not addressed this in their bid. Kordes also said that office holders would have to leave work to make deposits at The Bank of Missouri, which closes both lobby and drive-in at 5 p.m. The employee time and effort which would be needed to alter numerous Automated Clearing House (ACH) arrangements and approximately 100 monthly automatic withdrawals for installment payment of property taxes, while probably unknowable, is felt to be very significant. A somewhat lengthy discussion of the meaning of various indexed rates ensued. As moved by Commissioner Hicks, seconded by Commissioner Stratman, the depository bid was awarded to Phelps County Bank. Presiding Commissioner Verkamp abstained. Green and Kordes left.

IN THE MATTER OF  
BRO-081(13) BRIDGE  
ON ROAD 7100:

Progress Invoice No. 1 on this bridge, for planning engineering on the part of Great Rivers Engineering, was approved as moved by Commissioner Hicks, seconded by Commissioner Stratman.

IN THE MATTER OF  
COUNTY ROAD INVENTORY:

Mo DOT had supplied maps and a road inventory of 592.98 miles, which will be reviewed by Superintendent of Roads Walter Snelson.

IN THE MATTER OF  
CORNER REMONUMENTATION:

A letter was received by the Commission regarding the Missouri Department of Agriculture offering this again to counties.

IN THE MATTER OF  
EQUIPMENT EXCHANGE:

Presiding Commissioner Verkamp mentioned the possibility of use of the County's boom mower by the city of St. James in exchange for use of the city's street sweeper. Commissioner Stratman then left.

# PHELPS COUNTY COMMISSION RECORD

July 9, 2019 Second day of the July term

IN THE MATTER OF  
SALES & USE TAXES:

Sheriff Rick Lisenbe arrived and reported that local resident Judy Jepsen had spoken with him and had advocated for a sales tax for law enforcement, as an earmarked use tax on internet purchases. Phelps County and other political subdivisions within the county do not levy a use tax.

IN THE MATTER OF  
DOMESTIC VIOLENCE GRANT:

Assistant Prosecuting Attorney Brad Neckermann and Attorney Kathleen Croker, from Phelps County Family Crisis Services, presented news of an Office of State Courts Administration (OSCA) grant in the amount of \$11,000 approved for contractual services working with lower-level domestic violence offenders. A small part of this grant will be used to finish enclosing a room in the Circuit Clerk's suite, to permit more privacy in handling these cases. The organization of the grant activity was discussed. This was approved on a motion by Commissioner Hicks, seconded by Presiding Commissioner Verkamp. Input was also given by Treasurer Carol Green.

IN THE MATTER OF  
QUARRY SUBDIVISION:

Developer Tom Sowers arrived and spoke at length with the Commission about road construction, road inspection by Superintendent of Roads Walter Snelson, and what work (if any) can be done by the County on the roads in his development. He would request chip and seal of the roads, if it can be done late in the year. The Commission expressed their concerns about extensive, heavy construction traffic that might continue on the roads, prematurely wearing on chip and seal; in addition, the County has a full schedule for chip and seal already for the 2019 season. Sowers ended by suggesting that if the rules and regulations get too tight, the county may not see much development and the subdivision infrastructure in the city of Rolla is cost-prohibitive for a great many developers.

IN THE MATTER OF  
ACCOUNTS PAYABLE:

The Commission reviewed and approved payment of 26 and 48 invoices of a general type in the amounts of \$50,472.11 and \$42,156.66, respectively. They reviewed and approved payment of 68, 39, and 342 invoices for jury stipends and mileage in the amounts of \$480.24, 277.12, and \$4,914.66, respectively.

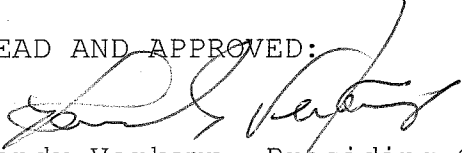
IN THE MATTER OF  
PAYROLL:

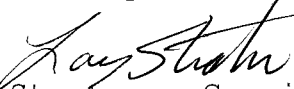
The Commission reviewed and approved July 15, 2019 payroll for work dates 6/16-6/30/2019 in the amount of \$179,224.42 (net salaries), \$56,232.91 federal withholding and \$7,049.50 state withholding.

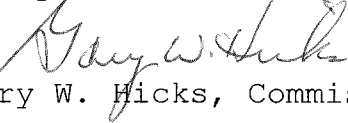
**PHELPS COUNTY COMMISSION RECORD**

July 9, 2019 Second day of the July term

READ AND APPROVED:

  
Randy Verkamp, Presiding Commissioner

  
Larry Stratman, Commissioner District 1

  
Gary W. Hicks, Commissioner District 2

# PHELPS COUNTY COMMISSION RECORD

July 11, 2019 Third day of the July term

Now at this the 11th day of July 2019 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 QUARRY SUBDIVISION:

The Commission discussed the roads in the Quarry Subdivision. A variance had been given May 22, 2012 for chip and seal in lieu of asphalt, for the roads in Quarry Subdivision Plat 4. The stipulation was made at that time by the Commission that the roads would be brought up to County Road Specifications. Local resident Ray Schweikhardt and Michelle Bock of the Road and Bridge Department were also present. Lengthy discussion was held regarding accepting the roads when a great deal of heavy construction traffic was likely to continue; acceptance after a certain percentage of lots sold, and/or after asphaltting, was entertained. Presiding Commissioner Verkamp said the primary concern was who should pay for the roadwork. Few if any other subdivisions have been allowed variances for not asphaltting, subsequent to the passage of the 2007 Road Specifications.

## IN THE MATTER OF SALES TAXES:

Treasurer Carol Green reported on July sales taxes. County 0.5% sales tax revenue was \$252,641.37, 16.79% less than July 2018; however, the YTD comparison showed an increase of 4.43%, with rolling twelve months comparison showing an increase of 0.38%.

## IN THE MATTER OF DEPOSITORY BIDS:

The process of bidding was reviewed, with suggestions for improvements.

## IN THE MATTER OF HEALTH DEPARTMENT WATER SUPPLY:

Phelps/Maries Health Department Director Ashley Wann reported that the client service side of her department had rust-colored water coming from the sinks. She has been working with the Support Services Department and measures such as flushing the lines and water heater might not be improving the situation. The Commission said the Director of Support Services would be asked to contact Rolla Municipal Utilities if the problem did not quickly resolve.

## IN THE MATTER OF CITIZEN INPUT:

Local resident Chester Crider came and inquired about the bridge on Road 7100, part of a BRO project.

# PHELPS COUNTY COMMISSION RECORD

July 11, 2019 Third day of the July term

IN THE MATTER OF  
ROAD 5330:

This road was briefly discussed. Schweikhardt and Crider then left.

IN THE MATTER OF  
RECORDER CONTRACT:

Recorder Robin Kordes presented a contract for a subscription service through her remote search provider, the Laredo program offered by Fidlar Technologies. This software is designed to allow professional searchers such as title companies, banks and realtors subscription-only access to recorded document information. Kordes reviewed her fee structure; unlimited access will be \$400 per month, with \$126 of this to be paid to Fidlar. On a motion by Commissioner Stratman, seconded by Commissioner Hicks, this was approved. Kordes reported a large increase in the cost for cloud storage for digitized documents.

IN THE MATTER OF  
CITIZEN INPUT:

Tom Sowers, developer of the Quarry Subdivision, visited with the Commission.

IN THE MATTER OF  
DEPARTMENT OF JUSTICE:

The Commission requested that the clerk follow up with the Department of Justice regarding which individuals, if any, would be felt to be the persons most directly financially responsible for DOJ grant funds, and thus, in need of completing the DOJ-sponsored, 24 module, Grants Financial Management Online Training Course.

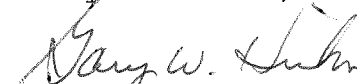
READ AND APPROVED:



Randy Verkamp, Presiding Commissioner



Larry Stratman, Commissioner District 1



Gary W. Hicks, Commissioner District



# PHELPS COUNTY COMMISSION RECORD

July 15, 2019 Fourth day of the July term

Now at this the 15th day of July 2019 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  
2019 BOARD OF EQUALIZATION:

The 2019 Board of Equalization convened in the Commission Hearing Room at 0900. Present were Assessor Bill Stoltz, public members Gene Gaddy and Steve Kirkbride, County Surveyor Terris Cates, the Commission, and the clerk. The oath was administered and documents distributed. Deputy Assessor Paul Long was also present. On a motion by Commissioner Stratman seconded by Commissioner Hicks, Presiding Commissioner Verkamp was nominated chair and was elected by acclamation, no verbal dissent. The first appeal taken up was that of MCP-Rolla, LLC c/o Gardner Capital of Springfield Missouri. Parcel number was 71-03-9.1-29-000-000-012.010, at 2301 Brewer Drive, Rolla, MO 65401. John Twitty was present to represent Gardner Capital as Senior Vice President for Solar Development. Twitty provided some background of the company's involvement in solar projects and the tax credits sometimes associated. Market value set by the Assessor was \$3,479,970. Gardner believes the solar energy system should be tax exempt; barring this, it should be classified not as real, but as personal property. If that is not sustained, and it is categorized as taxable as a commercial fixture, the proposed market value is \$2,523,794. Stoltz said that the Missouri Constitution does not exempt solar farms from taxation but that this is currently being adjudicated; in light of this, he recommends awaiting the court decision. The taxes have been paid in protest. Stoltz said removal of the fixtures would injure the real property at this time, and thus the equipment is an improvement and real property. Twitty asked if it had been personal property for two years, why would it be changed now. Stoltz said that he could not change it during a non-assessment year, i.e. 2018. There was then some discussion of the methods of determination of value. Stoltz recommended separate motions on all reasons for appeal: valuation, discrimination, and exemption. Commissioner Stratman moved that the property not be exempt, which was seconded by Kirkbride. Roll call vote showed Verkamp - yes; Stratman - yes; Hicks - yes; Cates - yes; Gaddy - yes; Kirkbride - yes. Cates moved that the property be classified as real property, which was seconded by Commissioner Hicks. Roll call vote showed Verkamp - yes; Stratman - yes; Hicks - yes; Cates - yes; Gaddy - yes; Kirkbride - yes. Commissioner Hicks moved, Cates seconded, to uphold the Assessors valuation. Roll call vote showed Verkamp - yes; Stratman - yes; Hicks - yes; Cates - yes; Gaddy - yes; Kirkbride - yes. Regarding the discrimination question, Stoltz said that as of 2019 he was assessing residential solar panels and they are all real property, and responding to Presiding Commissioner Verkamp, that there is parity in the value of these and MCP-Rolla, LLC's property. Commissioner Hicks moved to deny the discrimination question, which was seconded by Commissioner Stratman, and roll call vote showed Verkamp - yes; Stratman -

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2019 BOARD OF EQUALIZATION, Continued:

yes; Hicks - yes; Cates - yes; Gaddy - yes; Kirkbride - yes. Then the Board took up the appeal of Kevin and Amanda Melton, of Edgar Springs. They were represented by Kevin's brother, Alfred Melton. Assessor Stoltz said this was compliant with the rules for appeal, as Alfred Melton would be presenting his brother's opinion of value. The first parcel was 71-21-1.1-01-001-001-002.000, with Assessor's market value of \$36,500, and the taxpayer's proposed value was \$32,700. Melton said the valuation was increased due to an addition that consisted of a lean-to. Stoltz said it was new property, and a new assessment. As moved by Commissioner Stratman, seconded by Cates, the roll call vote on sustaining the Assessor's valuation showed Verkamp - yes; Stratman - yes; Hicks - yes; Cates - yes; Gaddy - yes; Kirkbride - yes. A second property with parcel number 71-21-1.1-01-001-001-003.000 at 324 St. Rt. FF, Edgar Springs, MO had an Assessor's market value of \$30,010 and the taxpayer's proposed market value of \$20,000. Alfred Melton said the garage was built out of reclaimed materials, costing \$12,000, with their own labor. Kirkbride said labor was usually over 50% of the cost of a building. After more discussion about methods of estimating value, Commissioner Hicks moved and Gaddy seconded sustaining the Assessor's valuation. Roll call vote showed Verkamp - yes; Stratman - yes; Hicks - yes; Cates - yes; Gaddy - yes; Kirkbride - yes. The next appeal taken up was that of Wal-Mart Real Estate Business Trust, parcel number 71-09-6.0-14-002-002-004.001, at 500 S. Bishop, Rolla, MO. The Assessor's market value was \$167,260 and the taxpayer's proposed market value was \$73,732. This was essentially a parcel fronting Highway 63; Wal Mart omitted concrete paving. Commissioner Stratman moved, and Commissioner Hicks seconded, to sustain the Assessor's valuation and roll call vote showed Verkamp - yes; Stratman - yes; Hicks - yes; Cates - yes; Gaddy - yes; Kirkbride - yes. A second parcel numbered 71-09-1.0-11-003-017-001.001 also at 500 S. Bishop, Rolla, MO, had an Assessor's valuation of \$8,839,180 with a taxpayer's proposed market value of \$4,180,975. There had been additional truck bays constructed. As moved by Commissioner Stratman and seconded by Commissioner Hicks the valuation was sustained with roll call vote showing Verkamp - yes; Stratman - yes; Hicks - yes; Cates - yes; Gaddy - yes; Kirkbride - yes. Subsequently the Board took up four appeals of UTW Rolla Development LLC of parcel numbers 71-09-2.0-10-001-004-002.000 with Assessor's value of \$79,900 and taxpayer's proposed value of \$51,935; 71-09-2.0-10-001-004-003.000 at 1501 Westside Drive with Assessor's value of \$2,478,380 and taxpayer's proposed value of \$1,610,947; parcel 71-09-2.0-10-002-001-034.002 at 1551 Westside Drive with Assessor's value of \$1,270,360 and taxpayer's proposed value of \$825,734; and 71-09-2.0-10-002-001-034.007 with Assessor's value of \$214,800 and taxpayer's proposed value of \$139,620. These were all appealed on the basis of their value but no other documentation was supplied and there was no certified appraiser. As moved by Commissioner Hicks seconded by Cates the valuations were sustained with roll call vote showing Verkamp - yes; Stratman - yes; Hicks - yes; Cates - yes; Gaddy - yes; Kirkbride - yes. Next the appeal for reason of valuation of Rolla Residential LLC, parcel number 71-10-3.2-07-022-003-001.001 was discussed; valuation had been adjusted by Stoltz from \$1,248,800 to \$1,115,270. Stoltz needed Board approval, approved as moved by Gaddy seconded by

# PHELPS COUNTY COMMISSION RECORD

July 15, 2019 Fourth day of the July term

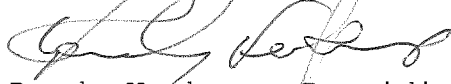
2019 BOARD OF EQUALIZATION, Continued:

Commissioner Stratman with roll call vote showing Verkamp - yes; Stratman - yes; Hicks - yes; Cates - yes; Gaddy - yes; Kirkbride - yes. The next appeal was that of Union Electric Company, d/b/a Ameren Missouri, parcel number 71-03-9.1-29-000-000-003.503, their Local Gas Distribution System. Assessor's value was \$5,292,568, and taxpayer's valuation "no greater than" \$4,743,500. This was appealed on the basis of valuation and issues over depreciation which could not be updated until an odd numbered year and needed to be done at a certain rate.

Commissioner Stratman moved and Commissioner Hicks seconded to sustain the Assessor's valuation, with roll call vote showing Verkamp - yes; Stratman - yes; Hicks - yes; Cates - yes; Gaddy - yes; Kirkbride - yes. The final appeal was that of James Sowers, d/b/a The Lost Canyon, LP parcel number 71-04-4.0-19-000-000-001.000, at 15996 State Route Y, Rolla, MO. The appeal was based on valuation, which had been set by the Assessor at \$311,120. Stoltz reported that his staff had encountered a locked gate while working at the property and had received no response to a letter and had completed the assessment using aerial photography. When Stoltz's staff were able to physically assess the property, the valuation was set at \$271,330.

Commissioner Stratman moved and Commissioner Hicks seconded to sustain this value, which was approved on a roll call vote showing Verkamp - yes; Stratman - yes; Hicks - yes; Cates - yes; Gaddy - yes; Kirkbride - yes. Stoltz then presented three changes, with two parcels removing agricultural property and one alteration for occupancy, which were approved as moved by Commissioner Stratman and seconded by Commissioner Hicks with roll call vote of Verkamp - yes; Stratman - yes; Hicks - yes; Cates - yes; Gaddy - yes; Kirkbride - yes. As moved by Commissioner Hicks, seconded by Commissioner Stratman, the 2019 Board of Equalization adjourned at 10:50 a.m.

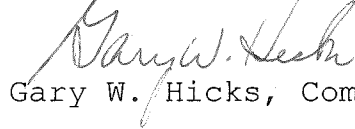
READ AND APPROVED:



Randy Verkamp, Presiding Commissioner



Larry Stratman, Commissioner District 1



Gary W. Hicks, Commissioner District 2



# PHELPS COUNTY COMMISSION RECORD

July 16, 2019 Fifth day of the July term

Now at this the 16th day of July 2019 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  
MODOT AND PHELPS  
COUNTY ROAD INVENTORY:

Michelle Bock of the Road and Bridge Department discussed some proposed changes to the MoDOT County Road Inventory. MoDOT is supposed to provide CART funds on roads for which the state has a maintenance agreement with the county; there are three road segments which are old parts of other newer highways for which the County is receiving no credit. Examples would be Road 6150 and Road 6215, which are segments of Old 63. After review, the changes were approved as moved by Commissioner Stratman, seconded by Commissioner Hicks. Collector Faith Barnes attended briefly.

IN THE MATTER OF  
CHIP AND SEAL:

Commissioner Stratman requested a definitive listing of roads slated for chip and seal work this year.

IN THE MATTER OF  
JEROME TORNADO SIREN:

Doolittle Rural Fire Protection District Board President Paul Smith entered to report that the tornado warning siren for Jerome, 75% funded by the FEMA/SEMA Hazard Mitigation Grant Program (HMGP), was installed. There are mechanisms in place to engage both the Doolittle and Jerome sirens independently of the county-wide dispatch center in Rolla, and also when the Rolla sirens are triggered. Smith then left.

IN THE MATTER OF  
FERAL HOG HUNTING:

The Commission was in receipt of a proposed resolution by way of the southeast chapter of the County Commissioner's Association of Missouri (CCAM), which would function as a formal statement of their opposition to the U.S. Forest Service closure of Mark Twain National Forest to public hog hunting. Commissioner Hicks said that hunters had used dogs and on occasion only hunted for sport, which was said to scatter the feral hogs and make them wary and difficult to trap. Presiding Commissioner Joe Lloyd of Reynolds County called Presiding Commissioner Verkamp during the meeting. The Commission took no action on the resolution of opposition.

IN THE MATTER OF  
USGS:

# PHELPS COUNTY COMMISSION RECORD

July 16, 2019 Fifth day of the July term

USGS, Continued:

The Commission reviewed and approved, as moved by Commissioner Stratman and seconded by Commissioner Hicks, to agree to the letter of concurrence with the USGS for priority use of 1,000 square feet of office-type space within the courthouse as a command center in the event of a loss of their facility due to an unforeseen emergency. This includes use of an area in the machine room for fireproof safes storing backup media. This agreement has been in place for a number of years.

IN THE MATTER OF  
DOCUMENT DESTRUCTION:

As moved by Commissioner Hicks, seconded by Commissioner Stratman, destruction of the following documents outside statutory retention limits was approved:

- Passport transmittal forms 8/15/15-6/30/17
- Time sheets for 2014, 2015
- Assessor Receipts from 7/1/14 through 6/30/16

IN THE MATTER OF  
SENIOR COMPANION  
FEDERAL FINANCIAL REPORT:

After review, the Commission approved the federal financial report for Senior Companions, as moved by Commissioner Hicks, seconded by Presiding Commissioner Verkamp. Commissioner Stratman was briefly gone for a meeting.

IN THE MATTER OF  
SERVER TRAINING:

Deputy Clerk Katie Henson provided a report on the recently held training for liquor licensees within the county. Held for the first time and led by a staff member from the Missouri Department of Public Safety, Division of Alcohol and Tobacco Control, 20 licensees attended.

IN THE MATTER OF  
ACCOUNTS PAYABLE:

The Commission reviewed and approved payment of 29 general invoices in the amount of \$46,489.87.

IN THE MATTER OF  
COUNTY EMPLOYEE  
HEALTH INSURANCE:

The Commission reviewed the June 2019 Benefit Management Report.

IN THE MATTER OF  
APPORTIONMENT OF FINES  
AND FORFEITURES FOR PERIOD  
JULY 1, 2018 THROUGH JUNE 30, 2019:

# PHELPS COUNTY COMMISSION RECORD

July 16, 2019 Fifth day of the July term

FINES AND FORFEITURES, Continued:

Now at this date the County Clerk takes up the matter of apportioning the Fines and Forfeitures credited to the Principal School Fund for Phelps County as provided in the Revised Statutes of Missouri, and the Clerk of the Commission hereby apportions said funds among the school districts with territory in Phelps County.

The amount to be apportioned is \$516,369.08

SCHOOL DISTRICT	MEMBERSHIP	AMOUNT
	Fraction of Total	
Dent/Phelps 65/R-3	0.00064	\$ 330.38
St. James R-1	0.27704	143,056.60
Newburg R-2	0.06382	32,955.88
Rolla 31	0.61986	320,074.29
Phelps County R-3	0.03688	19,043.38
Dixon 16/R-1	0.00144	743.36
Texas County 81/R-8	0.00032	165.19
TOTAL	1.00000	\$516,369.08


IN THE MATTER OF  
APPORTIONMENT OF FINES  
AND FORFEITURES INTEREST FOR  
PERIOD JULY 1, 2018 THROUGH JUNE 30, 2019:


Now at this date the County Clerk takes up the matter of apportioning the Fines and Forfeiture Interest credited to the Principal School Fund for Phelps County as provided in the Revised Statutes of Missouri, and the Clerk of the Commission hereby apportions said funds among the school districts with territory in Phelps County.


The amount to be apportioned is \$856.33

SCHOOL DISTRICT	MEMBERSHIP	AMOUNT
Dent/Phelps 65/R-3	0.00064	\$ 0.55
St. James R-1	0.27704	237.24
Newburg R-2	0.06382	54.65
Rolla 31	0.61986	530.81
Phelps County R-3	0.03688	31.58
Dixon 16/R-1	0.00144	1.23
Texas County 81/R-8	0.00032	0.27
TOTAL	1.00000	\$856.33

READ AND APPROVED:

  
Randy Verkamp, Presiding Commissioner

  
Larry Stratman, Commissioner District 1

  
Gary W. Hicks, Commissioner District 2

# PHELPS COUNTY COMMISSION RECORD

July 18, 2019 Sixth day of the July term

Now at this the 18th day of July 2019 the Commission met pursuant to adjournment and a quorum was present of the following members:

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

IN THE MATTER OF  
ELECTED OFFICIALS  
MEETINGS:

Collector Faith Barnes expressed interest in resumption of elected officials meetings to the Commission. Phelps County Focus Staff Writer Andrew Sheeley was also present. Barnes then left.

IN THE MATTER OF  
PUBLIC ADMINISTRATOR:

Public Administrator Kathy Oliver came to discuss a challenging situation with the Commission. Salient features include psychotropic medication of a 19-year-old with past assaultive behavior who is difficult to place because of her age, past behavior and lack of funds for placement. It is unusual for her to have a ward under 21, but the violence which was dealt with by the court system is the reason in this case. Oliver's attorney, Jamie Crump, then entered the meeting. Crump informed the Commission that nursing home grant funds will not be available to play a placement facility until the individual is 21, or February 2021. Changing the judge's order would require an attorney's challenge. Prior cases were discussed as further explanation. Oliver and Crump then left.

Commissioner Larry Stratman joined the meeting.

IN THE MATTER OF  
USE TAX:

Stratman reported on the Chamber of Commerce meeting where he and officials from the city of Rolla presented the proposed use tax. Earmarking the funds for public safety is being considered by the city. Commissioner Stratman said he reserved comment on this, as he would not speak for the Commission as a whole. Also mentioned was the Chamber's mixed opinion on the tax.

IN THE MATTER OF  
OZARK RIVERS SOLID  
WASTE MANAGEMENT DISTRICT:

A vacancy having been created due to a resignation, the Commission appointed Shane Anselm to the executive board of the ORSWMD, as moved by Commissioner Hicks and seconded by Commissioner Stratman.

IN THE MATTER OF  
RECORDER CONTRACT:

Recorder Robin Kordes entered the meeting with a three year service agreement with Fidlar Technologies, starting April 2,



# PHELPS COUNTY COMMISSION RECORD

July 18, 2019 Sixth day of the July term

RECORDER CONTRACT, Continued:

2019 and terminating April 1, 2022. The main component, LifeCycle Software Subscriptions, would run between \$18,140 (year one) to \$19,245 (year three), with Bastion hosting for cloud storage of \$148 GB of data at \$10,600 annually. Once the repository exceeds 150 GB the annual fee will increase by \$1,800 per year. As moved by Commissioner Hicks, seconded by Commissioner Stratman, this contract was approved.

IN THE MATTER OF  
PERSONAL PROPERTY  
COURT ORDERS:

The Commission reviewed court orders 1972, 1973, and 1974. These were 2016, 2017, and 2018 add-on's for June 2019, which increased the total assessed valuation by \$7,800; \$43,470; and \$303,290, respectively. Commissioner Hicks moved and Commissioner Stratman seconded that these be approved.

IN THE MATTER OF  
PHELPS COUNTY GUIDE TO  
INTERNAL CONTROL AND RISK  
MANAGEMENT:

As part of the response to the 2017-2018 audit, this document was discussed and reviewed and ultimately approved by Commissioner Stratman as seconded by Commissioner Hicks.

IN THE MATTER OF  
AUDITOR'S MANAGEMENT  
REPRESENTATION LETTER:

This letter to McBride, Lock CPA's, LLC was approved as moved by Commissioner Hicks, seconded by Commissioner Stratman.

IN THE MATTER OF  
MISSOURI DEPARTMENT  
OF CONSERVATION CART:

Participation for another year in this program, subsidizing the cost of rock on MDC roads, was approved as moved by Commissioner Hicks and seconded by Commissioner Stratman.

IN THE MATTER OF  
ACCOUNTS PAYABLE:

The Commission reviewed and approved payment of 72 and 41 invoices for \$35,959.43 and \$26,990.51, respectively.

IN THE MATTER OF  
CABLE SERVICE:

Local resident Bobby Schmiedeskamp came to discuss his increasingly expensive and disappointing cable service from Cable America. He asked why the county couldn't open up the service for competitive bidding, since the County receives a franchise fee.

# PHELPS COUNTY COMMISSION RECORD

July 18, 2019 Sixth day of the July term

IN THE MATTER OF  
BIDS ON LP GAS:

The Commission reviewed and approved the following solicitation for LP gas:


Phelps County is currently seeking bids on LP Gas for use at the Phelps County Courthouse, Rolla, MO; the Phelps County Highway Department facilities in Rolla, St. James and Edgar Springs, MO; the new Phelps County Jail at 500 W. 2<sup>nd</sup> St., Rolla, MO and the 1972 Jail at 300 W. 2<sup>nd</sup> Street. Please provide a bid for a 12 month period. Approximate annual quantity for the Phelps County Courthouse is 4000 gallons; approximate annual quantity for the Phelps County Highway Department is 5000 gallons; approximate annual quantity for the new Phelps County Jail is 26000 gallons and an approximate quantity for the 1972 Jail is 4000 gallons. Bids in sealed envelopes clearly marked "LP BIDS" on the exterior will be received in the Phelps County Clerk's Office, 200 N. Main St., Rolla, MO 65401 until 9:00 a.m. on Thursday, August 1, 2019, at which time they will be opened. Phelps County reserves the right to reject any or all bids.

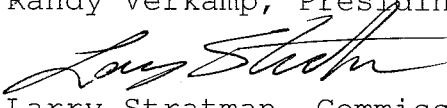
Done in my office in Rolla, Missouri, this 18th day of July, 2019.

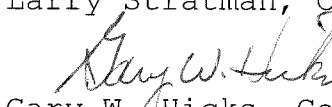
s/s: Pamela K. Grow, Phelps County Clerk

PUBLISH: Rolla Daily News - Saturday, July 20, 2019

READ AND APPROVED:

  
Randy Verkamp, Presiding Commissioner

  
Larry Stratman, Commissioner District 1

  
Gary W. Hicks, Commissioner District 2

# PHELPS COUNTY COMMISSION RECORD

July 23, 2019 Seventh day of the July term

Now at this the 23rd day of July 2019 the Commission met pursuant to adjournment and a quorum was present of the following members:

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

IN THE MATTER OF  
SHADY OAKS SEWER DISTRICT:

Steve Hargis, P.E., Director of Public Works for Rolla, attended to discuss three board vacancies on the Shady Oaks Sewer District board. Phelps County Focus Staff Writer Andrew Sheeley was also present. Quorum requirement is not met with current members of this board. Commissioner Hicks inquired if consolidation of this district with Cedar Grove and College Hills Sewer Districts, also managed by the city, is still a consideration; Hargis said it was not because of disinterest in the other two districts. As moved by Commissioner Hicks, seconded by Presiding Commissioner Verkamp, Allan Martia of 12846 Co. Rd. 5090 and Kenneth D. Cochran, Sr., of 12745 Co. Rd. 5090 were appointed to the board. Hargis will work with the board members to obtain a referral for the remaining appointee needed.

IN THE MATTER OF  
JUVENILE COURT GRANT:

25<sup>th</sup> Circuit, Division 2, Associate Judge Mark Calvert arrived to inform the Commission of a grant to be awarded from a nonprofit foundation for the purposes of funding drug testing of parents with active juvenile cases. Those present were joined by local resident Chester Kojro and Collector Faith Barnes. Calvert said that this grant would be a lump sum with co-mingling of funds prohibited; the court would be invoiced once monthly by the drug testing vendor. Judge Calvert said 95% of his juvenile cases have some parental drug use issues. Three of 5 recent cases have had success after monitoring of parents for abstinence and their children were returned. He then supplied more details about the program and participation rates.

IN THE MATTER OF  
ROAD 3410:

The Commission discussed numerous local residents' concerns about damage to this road, attributed to contract hauling of dirt from a parcel near its southern end, up to the shoulders of Missouri Highway BB, where MoDOT was in need of fill. This road is a heavily-traveled connector between Highways F and BB. The Commission expressed concern and will address it again at their next meeting.

IN THE MATTER OF  
PWSD #4 ANNEXATION REQUEST:

The clerk brought a court document of Petition and Judgement approving annexation of a parcel into PWSD #4. The parcel is contiguous with the existing district.

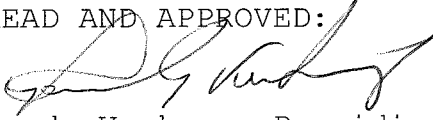
# PHELPS COUNTY COMMISSION RECORD

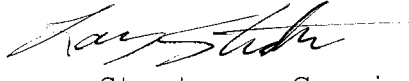
July 23, 2019 Seventh day of the July term

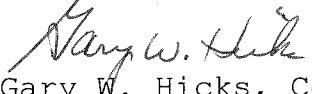
IN THE MATTER OF  
CLOSED SESSION:

The Commission entered closed session pursuant to RSMo 610.021 (1) and (3) as moved by Commissioner Hicks, seconded by Presiding Commissioner Verkamp at 11:00 a.m. No actions having been taken the meeting returned to open session at 11:45 a.m. on a motion by Commissioner Hicks, seconded by Presiding Commissioner Verkamp.

READ AND APPROVED:

  
Randy Verkamp, Presiding Commissioner

  
Larry Stratman, Commissioner District 1

  
Gary W. Hicks, Commissioner District 2

# PHELPS COUNTY COMMISSION RECORD

July 25, 2019 Eighth day of the July term

Now at this the 25th day of July 2019 the Commission met pursuant to adjournment and a quorum was present of the following members:

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

IN THE MATTER OF  
APPOINTMENT OF ACTING  
PRESIDING COMMISSIONER:

In the absence of Presiding Commissioner Verkamp, Commissioner Hicks appointed Commissioner Stratman as presiding commissioner. Phelps County Focus Staff Writer Andrew Sheeley was also present.

IN THE MATTER OF  
OZARK RIVERS SOLID WASTE  
MANAGEMENT DISTRICT (ORSWMD):

Kathryn Hawes with MRPC came to present information about grant funds being available to survey, identify and clean up illegal dumps in Phelps County. This was last done in 2004. Hawes is working with the Forest Service and the Missouri Department of Conservation and would like the Commission to refer any suspect illegal dumping areas, should they become aware. The program can only mitigate dumps on public property unless a dump site spills over from county road right-of-way onto private land. At this time Michelle Bock of the Road Department entered; responding to Commission inquiry, she said the road crews had just picked up 15 tires from County Road 3000, and 16 tires were just left at the Edgar Springs Road Department shed. The clerk will notify county office holders whose employees work out in the county. Hawes then left.

IN THE MATTER OF  
SALE OF SHERIFF'S  
DEPARTMENT VEHICLE:

As moved by Commissioner Hicks, seconded by Commissioner Stratman, Stratman in his role as Acting Presiding Commissioner signed the vehicle title for the 2014 Dodge Charger recently sold on the GovDeals online auction site.

IN THE MATTER OF  
ROAD 3410:

The surface of this road, an important and heavily-used connector between Highways F and BB, is said to have been seriously degraded by dump trucks hauling fill from a property on the southern, or Highway F, end of the road and the areas along Highway BB where shoulders are being worked on by Mo DOT. Involving about three miles of chip and seal, the fault is said to reside with the Mo DOT subcontractor. Strategies for repair of the road and who is to pay the bill were discussed.

IN THE MATTER OF  
UTILITY EASEMENT:

# PHELPS COUNTY COMMISSION RECORD

July 25, 2019 Eighth day of the July term

UTILITY EASEMENT, Continued:

The city of Rolla desired a utility easement along the property line of the Special Road and Bridge facility at 204 Fairgrounds Road. This had been discussed by Presiding Commissioner Verkamp and Superintendent of Roads Walter Snelson, and granting said easement was approved on a motion by Commissioner Hicks, seconded by Commissioner Stratman.

IN THE MATTER OF  
ROAD 2000:

A fence along this road having been damaged by an out-of-control car, Bock said she would be getting the accident report to attempt to contact with respect to insurance coverage.

IN THE MATTER OF  
CITIZEN INPUT:

Local resident Chester Crider visited briefly, but left with Sheeley.

IN THE MATTER OF  
DAMAGED MAILBOX:

A resident said to have received 50 loads of fill dirt from the Special Road and Bridge Department, at their request during the department's ditch-cleaning work, had complained that their mailbox was knocked down by Road Department equipment. The operator admitted this had happened and it was decided the county would wait for the bill.

IN THE MATTER OF  
ROAD 7380:

This road with no ditches and poor drainage was discussed. It was considered a poor candidate for chip and seal in light of the drainage problems.

IN THE MATTER OF  
ACCOUNTS PAYABLE:

The Commission reviewed and approved payment of 43 and 20 invoices in the amounts of \$82,583.61 and \$12,660.75, respectively.

IN THE MATTER OF  
PAYROLL:

County payroll for 7/31/2019, that of work dates 7/1/2019 through 7/15/2019, was reviewed. The net salaries of \$178,797.74 with federal withholding of \$56,082.56 and state withholding of 7,030.50 was approved.

IN THE MATTER OF  
CLOSED SESSION:

The Commission entered closed session at 10:20 a.m. as moved by Commissioner Hicks, seconded by Commissioner Stratman, pursuant to RSMo 610.021 (1) (3) - employee, legal. The meeting returned

# PHELPS COUNTY COMMISSION RECORD

July 25, 2019 Eighth day of the July term

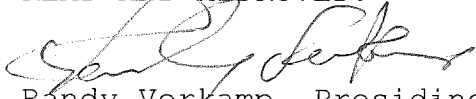
CLOSED SESSION, Continued:

To open session at 10:40 a.m., no actions having been taken, as moved by Commissioner Hicks and seconded by Commissioner Stratman.

IN THE MATTER OF  
CART FUNDS:

Cart Funds were reviewed by the Commission. Gas tax, motor vehicle sales taxes and motor vehicle fees for July 2019 were \$56,945.29, \$18,035.43 and \$6,003.50, respectively. The clerk reported that of the total budgeted across the three categories of \$889,380, \$528,917.51 or 59.47% of the annual sum had been received. Seven months of the year is 58.33% of the calendar, though receipt of these funds is appreciated to be non-linear.

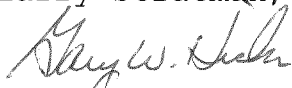
READ AND APPROVED:



Randy Verkamp, Presiding Commissioner



Larry Stratman, Commissioner District 1



Gary W. Hicks, Commissioner District 2

# PHELPS COUNTY COMMISSION RECORD

July 30, 2019 : Ninth day of the July term

Now at this the 30th day of July 2019 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  
JEROME TORNADO SIREN:

Board President Paul Smith of the Doolittle Rural Fire Protection District had some closing documents concerning the Hazard Mitigation Grant Program (HMGP) for the tornado siren, recently installed in Jerome on the fire station property, and to be inspected by SEMA on August 2. As moved by Commissioner Stratman, seconded by Commissioner Hicks, these were approved. Phelps County Focus Staff Writer Andrew Sheeley was also present.

IN THE MATTER OF  
ROAD 3410:

All Commissioners reported multiple calls regarding the surface damage done to this road during the hauling of fill. Remedies were discussed again. The property owners along the road had paid for chip and sealing the road some years ago.

IN THE MATTER OF  
HEALTH DEPARTMENT AND  
E-VERIFY:

Phelps/Maries Health Department Director Ashley Wann needed a notarized statement that Phelps County participated in the E-Verify program, for the approval of the Childcare License and Inspection contract. Commissioner Stratman moved and Commissioner Hicks seconded that this be approved, and was signed by Presiding Commissioner Verkamp.

IN THE MATTER OF  
CITIZEN INPUT:

Local residents Chester Kojro and Chester Crider attended.

IN THE MATTER OF  
PHELPS HEALTH HOSPITAL  
PROPERTY:

Phelps Health owns property at 105 N. Lawrence, Cuba, MO which is to be sold. Local Realtor Joyce Thomas requested an extension and a decrease in list price from \$115,000 to \$109,900. After placing a call to Thomas, Verkamp said that Phelps Health Chief Operating Officer Jason Schenefield had approved this, and the documents were moved to be approved by Commissioner Stratman, seconded by Commissioner Hicks.

IN THE MATTER OF  
JUVENILE COURT GRANT:



# PHELPS COUNTY COMMISSION RECORD

July 30, 2019 Ninth day of the July term

JUVENILE COURT GRANT, Continued:

25<sup>TH</sup> Judicial Circuit Court, Division 2 Associate Judge Mark Calvert arrived and informed the Commission that the private non-profit foundation providing funding for drug testing of parents in juvenile court with substance abuse problems would require county oversight; the contract documents will need Commission and not Circuit signatures. Calvert and Crider then left. Collector Faith Barnes entered.

IN THE MATTER OF  
ASSESSORS QUARTERLY:

As moved by Commissioner Hicks and seconded by Commissioner Stratman, the Assessor's quarterly report was approved.

IN THE MATTER OF  
TAX LEVY HEARINGS:

The clerk asked for a date to hold tax levy hearings for county-wide levies. These would be County Revenue, Special Road and Bridge and the Developmentally Disabled levies. These will be set for Tuesday, August 13. Barnes then left.

IN THE MATTER OF  
CODE OF ETHICS:

The Commissioners reviewed the Code of Ethics which had a pending renewal. As moved by Commissioner Stratman, seconded by Commissioner Hicks, the renewal was approved.

## CODE OF ETHICS ORDINANCE 2019-7-30 (1)

A RESOLUTION OF PHELPS COUNTY, MISSOURI, TO ESTABLISH A PROCEDURE TO DISCLOSE POTENTIAL CONFLICTS OF INTEREST AND SUBSTANTIAL INTERESTS FOR CERTAIN OFFICIALS.  
BE IT RESOLVED BY THE COUNTY COMMISSION OF PHELPS COUNTY, MISSOURI, AS FOLLOWS:

Section 1. Declaration of Policy. The proper operation of government requires that public officials and employees be independent, impartial and responsible to the people; that government decisions and policy be made in the proper channels of the governmental structure; that public office not be used for personal gain; and that the public have confidence in the integrity of its government. In recognition of these goals, there is hereby established a procedure for disclosure by certain officials and employees of the private financial or other interests in matters affecting the county.

Section 2. Conflicts of Interest.

a. All elected and appointed officials, as well as employees of a political subdivision must comply with Section 105.454 of Missouri Revised Statutes on conflicts of interest as well as any other state law governing official conduct.

b. Any member of the governing body of a political subdivision who has a "substantial personal or private interest in any measure, bill, order or ordinance proposed or pending before such governing body" must disclose that interest to the

# PHELPS COUNTY COMMISSION RECORD

July 30, 2019 Ninth day of the July term

CODE OF ETHICS, Continued:

secretary or clerk of such body and such disclosure shall be recorded in the appropriate journal of the governing body. Substantial personal or private interest is defined as ownership by the individual, his spouse, or his dependent children, whether singularly or collectively, directly or indirectly of: (1) 10% or more of any business entity; or (2) an interest having a value of \$10,000 or compensation or remuneration of \$5,000 or more, per year, from any individual, partnership, organization or association within any calendar year.

Section 3. Disclosure Reports. Each elected official, the chief administrative officer, the chief purchasing officer, the full-time general counsel and officials or employees authorized to promulgate or vote on rules and regulations with the force of law shall disclose the following information by May 1 if any such transactions occurred during the previous calendar year:

a. For such person, and all persons within the first degree of consanguinity or affinity or such person, the date and the identities of the parties to each transaction with a total value in excess of five hundred dollars (\$500.00), if any, that such person had with the political subdivision, other than compensation received as an employee or payment of any tax, fee or penalty due to the political subdivision, and other than transfers for no consideration to the political subdivision.

c. The chief administrative officer and the chief purchasing officer also shall disclose by May 1 for the previous calendar year the following information:

1. The name and address of each of the employers of such person from whom income of one thousand dollars or more was received during the year covered by the statement;

2. The name and address of each sole proprietorship that he owned; the name, address and the general nature of the business conducted of each general partnership and joint venture in which he was partner or participant; the name and address of each partner or coparticipant for each partnership or joint venture unless such names and addresses are filed by the partnership or venture with the Secretary of State; the name, address and general nature of the business conducted of any closely held corporation or limited partnership in which the person owned ten percent or more of any class of the outstanding stock or limited partnership that is listed on a regulated stock exchange or automated quotation system in which the person owned two percent or more of any class of outstanding stock, limited partnership units or other equity interests;

3. The name and address of each corporation for which such persons served in the capacity of a director, officer or receiver.

Section 4. Filing of Reports.

a. The financial interest statements shall be filed at the following times, but no person is required to file more than one financial interest statement in any calendar year;

1. Every person required to file a financial interest statement shall file the statement annually not later than May 1 and the statement shall cover the calendar year ending the immediately preceding December 31; provided that any official, board member, etc. may supplement their financial interest statement to report additional interests acquired after December

# PHELPS COUNTY COMMISSION RECORD

July 30, 2019 Ninth day of the July term

CODE OF ETHICS, Continued:

31 of the covered year until the date of filing of the financial interest statement.

2. Each person appointed to an office provided for in Section 3 shall file the statement within thirty days of such appointment or employment;

b. Financial disclosure reports giving the financial information required in Section 3 shall be filed with the local political subdivision and with the Secretary of State prior to January 1, 1993. After January 1, 1993, reports shall be filed with local political subdivision and the Missouri Ethics Commission. The reports shall be available for public inspection and copying during normal business hours.

Section 5. Filing of Resolution. A certified copy of this resolution adopted prior to September 15<sup>th</sup>, shall be sent within ten days of its adoption to the Missouri Ethics Commission.

Section 6. Effective Date. This resolution shall be in full force and effect from and after the date of its passage and approval and shall remain in effect until amended or repealed by the Commission.

Done this 30<sup>th</sup> day of July, 2019, by the Phelps County Commission.

Randy Verkamp, Presiding Commissioner  
Larry Stratman, Commissioner District 1  
Gary W. Hicks, Commissioner District 2

(ATTEST)

Pamela K. Grow  
Phelps County Clerk

IN THE MATTER OF  
ST. JAMES CARING  
CENTER CDBG:

Request for Funds #1 for this grant was reviewed and approved with signatures by both Commissioner Stratman and Commissioner Hicks. This was in the amount of \$3,375 of the total grant award amount of \$340,735 and was for engineering.

IN THE MATTER OF  
USE TAX:

The Commission briefly discussed the use tax, and whether it would apply to the county-wide E911 tax if passed by them.

IN THE MATTER OF  
PAYROLL:

The Commission approved a payroll disbursement for one Road Department employee who was severing and was to be paid out for vacation and compensatory time.

IN THE MATTER OF  
ACCOUNTS PAYABLE:

The Commission approved payment of 20 and 25 invoices in the amounts of \$31,833.75 and \$25,651.18, respectively. Also approved was payment of the August 2019 Group Benefit Services