

**Phelps County Commission Record**  
**February 4, 2025 Twelfth Day of the January Term**

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

Joey Auxier, Presiding Commissioner  
Sherry Stites, District 1 Commissioner  
Gary Hicks, District 2 Commissioner  
Laura Johnson, County Clerk

In the matter of  
Review of Previous Minutes:

Commission reviewed and approved the minutes from the 1/30/2025 commission meeting.

Recorder Robin Kordes entered at 9:20 am.

In the matter of  
Everbridge quote for approval:

Commissioner Hicks moved to approve the quote for the Everbridge system for 12 months at \$14,950.00 for 3 years, Commissioner Auxier seconded, motion carried.

In the matter of  
Accounts Payable:

Commission reviewed and approved invoices in the amounts of \$19,158.67 for Contract pay.

Kordes left at 9:39 am.

Local resident Chester Kojro entered at 9:41 am followed by Local resident David Dukes at 10:02 am.

In the matter of  
New HR position:

Commission met with the new HR representative, Elizabeth Davis, to discuss employee relations and expectations of the position. Further discussions were had on insurance, employee expectations and the employee guidebook.

Sheriff's Department Admin Assistant Theresa Lasher entered at 10:13 am.

In the matter of  
Jail Expansion Change order #24:

Lasher presented commission with a change order in the amount of \$48,393.18 as a credit on the project. Commissioner Hicks moved to approve the change invoice, Commissioner Stites seconded, motion carried.

Kojro left at 10:20 am followed by Lasher left at 10:23 am.

In the matter of  
Property on Fairgrounds Road:


Commission received an email from Southcentral Title Company advising of the need for documentation of the sale of county property located at 204 Fairgrounds Road, Rolla, MO 65401. County Clerk looked back at minutes from March 14, 2024 meeting and realized there was no official vote of liquidation of county property. Commissioner Hicks moved to sell the Fairgrounds road property to the Missouri Department of Natural Resources for \$270,000, Commissioner Stites seconded, motion carried. County Clerk advised she will forward this vote to the title company so we can move forward.

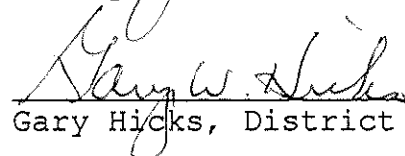
Collector Faith Barnes entered at 11:50am.

Hearing no other business commission adjourned at 12:00 pm.

Read and approved:

  
\_\_\_\_\_  
Joey Auxier, Presiding Commissioner

  
\_\_\_\_\_  
Sherry Stites, District 1 Commissioner

  
\_\_\_\_\_  
Gary Hicks, District 2 Commissioner

## Phelps County Commission Record

February 6, 2025 Thirteenth Day of the January Term

Now at this 6<sup>th</sup> day of February, Commission met pursuant to adjournment and a quorum was present of the following members:

Joey Auxier, Presiding Commissioner  
Sherry Stites, District 1 Commissioner  
Gary Hicks, District 2 Commissioner  
Laura Johnson, County Clerk

Also present were support services Amy Asberry and local resident Don Riley.

In the matter of  
Gascosage call:

A representative from Gascosage Electric called in to commission and asked about obtaining support on a BEAD grant. Commission advised to send the county clerk a template letter and they will fill it out and return it.

Asberry left at 9:31 am.  
Collector Faith Barnes entered at 9:50 am.

In the matter of  
Coroners public Communications:

Discussions were had on the Coroners public communications. Further discussions were had on the statutory regulations associated with this office.

In the matter of  
Senior Tax Freeze:

Moving forward with the senior tax freeze, Devnet is implementing the necessary changes. After discussing with the Assessor, they have decided May 31<sup>st</sup> will be the cut off date for applications so that the assessor and collector can get the changes made before turning the information over to the clerk to complete the Aggregate Assessed Valuations.

Barnes left at 10:02 am.  
Road and Bridge supervisor Mark Case and Admin assistant Michelle Bock entered at 10:05 am.

In the matter of  
Road and Bridge Bid Solicitation:

Discussions were had on the Bid Solicitations for Road and Bridge materials. Commissioner Hicks moved to approve the solicitation as presented, Commissioner Stites seconded, motion carried.

In the matter of  
Road Facility Discussions:

Case advised there is still one boiler not working and the other one is making a horrible noise. Discussions were had on the water quality at the building, discolored and sediments left every time its running. Further discussions were had on the floor heat not working. Presiding Commissioner advised for drinking purposes he would advise selecting one sink that you would designate as drinking water and place a reverse osmosis system under it to filter the water. Discussions were had on our contract that advises we will be given a completely usable project but we at this time do not have that issue at this time. Further discussions were had on Rehagen being the only contractor at this time trying to fix the problems which for them is the heated floors. Case advised Korsmeyer, the fire suppression contractor, told him he was going to order what was needed and he wants everyone there and present for the fixes so everyone is accountable. Discussions were had on the need for filtration being placed in at the entrance point into the building. Further discussions were had on placing a RO system in the pump house since there is a drain and would protect it from cold weather or placing some kind of filtration in the pump house to cut out the sediments. Further discussions were had on the wheel loader now being out of commission and will cost roughly \$30,000 to fix.

Theresa Lasher entered at 10:28 am.  
Case and Bock left at 10:44 am.

In the matter of  
Sheriff's Department Document Destruction:

Lasher presents commission with the yearly letter of Document Destruction per retention laws. Commissioner Stites moved to approve the destruction, Commissioner Hicks seconded, motion carried.

Riley left at 10:48 am.


In the matter of  
Accounts Payable:

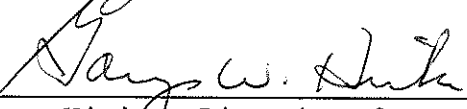
Commission reviewed and approved invoices in the amounts of \$21,729.37 for A - L, \$23,352.32 for M - Z, \$4,232.25 for ADP invoices, \$6,036.51 for PR Great West & Nationwide and \$144,749.63 for Self-Insured UMR & KC Life invoices.

Hearing no other business commission adjourned at 11:44 am.

Read and approved:

  
\_\_\_\_\_  
Joey Auxier, Presiding Commissioner

  
\_\_\_\_\_  
Sherry Stites, District 1 Commissioner

  
\_\_\_\_\_  
Gary Hicks, District 2 Commissioner

( )

( )

( )

( )

## Phelps County Commission Record

February 13, 2025 Fourteenth Day of the January Term

Now at this 13<sup>th</sup> day of February, Commission met pursuant to adjournment and a quorum was present of the following members:

Joey Auxier, Presiding Commissioner  
Sherry Stites, District 1 Commissioner  
Gary Hicks, District 2 Commissioner  
Laura Johnson, County Clerk

In the matter of  
Bead applicants:

Commissioner Stites moved to approve the letters of support for Socket Internet and Gascoage for the BEAD grant, Commissioner Hicks seconded, motion carried.

Local resident Ray Schweikhardt entered at 9:09 am.

In the matter of  
NACo Annual Dues Agreement:

Commission reviewed the annual National Association of Counties (NACo). Commissioner Hicks moved to approve payment of the annual dues to NACo in the amount of \$893.00, Commissioner Stites seconded, motion carried.

In the matter of  
Real Property Abatement:

Commission reviewed the Real Property abatement removing sewer fees on Certificate #2024000033. Commissioner Hicks moved to approve the abatement, Commissioner Stites seconded, motion carried.

In the matter of  
Review of previous commission minutes:

Commission reviewed and approved minutes from the 2/4 and 2/6 Commission meetings.

Stacey Hudson from South Central Land Title company called in to the Commission chambers at 9:48 am.

In the matter of  
Deed to Old Road Facility:

Discussions were had on the Deed to the old road and Bridge facility and who is responsible for drafting the deed of sale.

Schweikhardt left at 9:54 am.

Stevie Kearse, Aimee Campbell, Robin Parker and Abbi Chasteen from the Rolla Chamber of Commerce entered at 9:55 am.

In the matter of  
DMO discussions with Chamber:

Campbell went through and advised a certified DMO is a full-time dedicated individual that is promoting tourism within the entity. Further she advised being Certified allows her to be able to obtain specific grant programming. Further discussions were had on the specifics of the requirements for the DMO to get grants and reimbursements. Discussions were had on why there can not be multiple logos per state requirements. Further discussions were had on how other entities within the county would be able to obtain their 50% reimbursement for specific advertisement and how they would have to meet with the chamber board to work with the specified DMO representative. Discussions were had on this being 5-8 ads a year utilizing the funding associated with this DMO position. Further discussions were had on the promotions for the advertisement being placed in newspaper ads and radio advertisement so that the other entities within the county can utilize these grant funding opportunities if applicable.

Phelps Health CEO Jason Shenefield entered at 10:33 am.

Commissioner Hicks moved to approve the resolution for DMO, Commissioner Stites seconded, motion carried.

Campbell, Kearse, Parker and Chasteen left at 10:50 am.  
Kevin Crider from MU Extension entered at 10:57 am.

In the matter of  
Phelps Health updates:

Shenefield advised things are going well at Phelps Health and he plans to update Commission on the construction phases in April. Discussions were had on the multiple projects planned: New Emergency room, Mental health space for staff, New Ambulance center, etc. Further discussions were had on the Heli pad in St. James and the potential of a lease to utilize Phelps Health land to designate a Heli Pad. Potential of lease requirements will be that the fire department will maintain all necessary requirements that come with a designated Heli Pad, will be required to hold liability insurance and a low rate monthly lease. Further discussions were had on HB1104 that will change some language on statutes relating to county hospitals and their board.

Public Administrator Dana Sooter and Treasurer Cathy Tipton entered at 11:29 am.

Commissioner Auxier asked Shenefield if there was any possibility of increasing the size of their morgue since they are already remodeling. Discussions were had on the county providing some funding for additional body storage and this



would allow a public place that is attached to the hospital for the Coroner to utilize. Further discussions were had on the concerns of this being held at a higher standard since it is within the hospital. Commission asked Shenefield to look into the requirements associated for the hospital to take on a larger morgue and if it would even be feasible. Sooter asked if it could be set up like a liaison would be utilized within the hospital that way the hospital would not be liable.

Shenefield left at 11:41 am.

In the matter of  
Accounts Payable:

Commission reviewed and approved invoices in the amounts of \$102,230.43 for A - L and \$93,051.69 for M - Z.

In the matter of  
Billing for use of PA Conex:

Sooter asked commission who a bill needs to come from for her decedents to use her Conex space for storage. She would like to charge \$125 a month until their estate is finished. Commission advised Sooter needs to create an invoice so the revenue can return back into her account since her fund paid for the Conex upfront.

Sooter and Tipton left at 11:48 am.

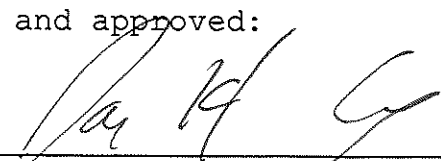
In the matter of  
Feral Hog program:

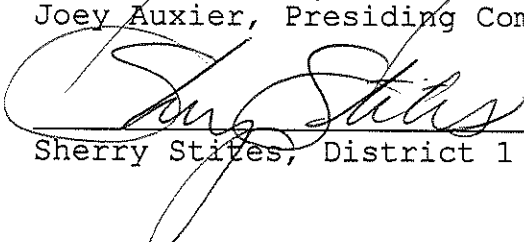
Mr. Kevin Crider from the MU Extension Feral Swine program showed commission a video on the damage caused by feral hogs and the incentive of eradicating these animals all together instead of making it sport hunting. Crider provided commission with a flyer on the program to eradicate these animals. Crider advised there is a 33% decrease in the population since last year. Discussions were had on the staffing decrease due to the USDA job cuts.

Presiding Commissioner Auxier left at 12:01 pm.

Hearing no other business commission adjourned at 12:12 pm.

Read and approved:

  
\_\_\_\_\_  
Joey Auxier, Presiding Commissioner

  
\_\_\_\_\_  
Sherry Stives, District 1 Commissioner

*Gary W. Hicks*  
\_\_\_\_\_  
Gary Hicks, District 2 Commissioner

## Phelps County Commission Record

February 18, 2025 Fifteenth Day of the January Term

Now at this 18<sup>th</sup> day of February, Commission met pursuant to adjournment and a quorum was present of the following members:

Joey Auxier, Presiding Commissioner  
Sherry Stites, District 1 Commissioner  
Gary Hicks, District 2 Commissioner  
Laura Johnson, County Clerk

Also present were HR director Elizabeth Davis and Sheriff's Department Sgt. Jamie Arnold.

In the matter of  
Potential Morgue space:

Commissioner Auxier advised he spoke with Phelps Health CEO over the weekend and the CEO advised they would be keeping the building where the current ambulance base is after they build the new ambulance base. Mr. Shenefield advised they would be willing to sublease the last bay that has outside entry door access, plenty of space for a morgue cooler and table and a small office area.

In the matter of  
Equipment purchase for Bailiff office:

Arnold advised they need to replace the scanner/printer that was in their office as it is no longer working. Commission asked Arnold to consult with Support Services to find the best option for the bailiff office.

Assessor Tim Kean entered at 9:10 am.  
Davis and Arnold left at 9:12 am.

In the matter of  
Vehicle Purchases for Assessor:

Kean advised he reached out to state for bid requests and he feels it is in the best interest of the county to buy new with full warranties.

In the matter of  
Accounts Payable:

Commission reviewed and approved invoices in the amounts of \$31,281.19 for UMB EATS Rolla Westside TIF and \$121,163.00 for MAC Trust Billing.

Arnold reentered at 9:39 am.

In the matter of  
Equipment for Bailiff Office revisited:

Arnold presents commission with a quote from Support Services for a new Scanner/printer. Discussions were had on seeing if the Circuit Clerk would pay for the purchase of this equipment since it would be for court related matters.

Arnold left at 9:48 am.  
Sgt. Paul Lambert entered at 9:51 am.

In the matter of  
ESAC reporting:

Lambert presents commission with the ESAC (Equitable Sharing Agreement Certification) report for review. Commissioner Hicks moved to approve the document, Commissioner Stites seconded, motion carried.

Lambert left 9:57 am.  
Support Services Amy Asberry entered at 10:08 am followed by  
Collector Faith Barnes at 10:10 am.

In the matter of  
Invoice for Commission Chambers:

Asberry provided Commission with the Invoice for equipment purchase in the Commission Chambers. Commissioner Stites moved to approve the invoice in the amount of \$1,013.37, Commissioner Hicks seconded, motion carried.

Asberry and Barnes left at 10:12 am.

In the matter of  
County Policy:

Discussions were had on the potential of cutting a few of the state recognized holidays and providing floating holidays for employees to utilize as they need them. Further discussions were had on paying overtime verses banking Comp time for employees.

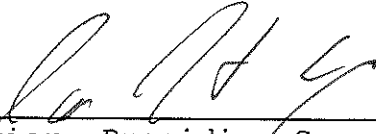
Recorder Robin Kordes entered at 10:17 am followed by Sgt Arnold reentering at 10:19 am.


Discussions were had on the need to fix how time is documented and who will be responsible for each department.

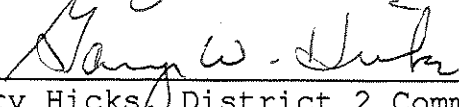
Arnold left at 11:25 am.

Hearing no other business commission adjourned at 11:59 am.

Read and approved:

  
\_\_\_\_\_  
Joey Auxier, Presiding Commissioner

  
\_\_\_\_\_  
Sherry Stites, District 1 Commissioner

  
\_\_\_\_\_  
Gary Hicks, District 2 Commissioner



**Phelps County Commission Record**  
**February 20, 2025 Sixteenth Day of the January Term**

Now at this 20<sup>th</sup> day of February, Commission met pursuant to adjournment and a quorum was present of the following members:

Joey Auxier, Presiding Commissioner  
Gary Hicks, District 2 Commissioner  
Laura Johnson, County Clerk

Also present were HR director Elizabeth Davis and Deputy clerk Lisa Dowdy.

In the matter of  
ADP timekeeping:

Discussions were had on how we want ADP set up to calculate holiday time, comp time and lunches.

In the matter of  
Health Department director position:

Discussions were had after reviewing the applications for the Health Department Director position.

Treasurer Cathy Tipton entered at 10:40 am.

In the matter of  
Sale of county property:

Tipton asked Auxier what she needs to do on her end in order to finalize the sale.

Sgt Jamie Arnold entered at 10:43 am followed by local resident Dale Wands at 10:44 am.


Tipton left at 10:44 am followed by Arnold at 10:47 am.

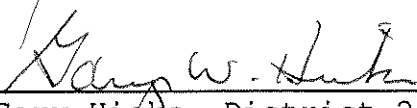
In the matter of  
Phelps Health HB 1140:

State Representative Don Mayhew returned Presiding Commissioner Auxiers call to explain the current proposed changes to statutes by the hospital board. Discussions were had on Phelps Health being a county hospital they have to provide financial records to the county commission and to the public. Further discussions were had on the hospital could become a non-profit hospital removing them from the county but they would have to pay off their bonds and any of the revenue generated while being a county hospital back to the county.

Hearing no other business commission adjourned at 12:00 pm.

Read and approved:

  
\_\_\_\_\_  
Joey Auxier, Presiding Commissioner

  
\_\_\_\_\_  
Gary Hicks, District 2 Commissioner



**Phelps County Commission Record**  
**February 25, 2025 Seventeenth Day of the January Term**

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

Joey Auxier, Presiding Commissioner  
Sherry Stites, District 1 Commissioner  
Gary Hicks, District 2 Commissioner  
Laura Johnson, County Clerk

Also present were HR director Elizabeth Davis and Juvenile Officer Kevin Breeden.

In the matter of  
Review of previous minutes:

Commission reviewed and approved minutes from the 2/13, 2/18 and 2/20 commission meetings.

Davis left at 9:10 am.

In the matter of  
Accounts Payable:

Commission reviewed and approved invoices in the amounts of \$74,450.19 for A - L and \$110,690.11 for M - Z.

Lt. Paul Lambert entered at 9:15 am.

Terris Cates called in to commission at 9:18 am.

In the matter of  
Deed for sale of property:

Discussions were had the property and Mr. Cates advised he will get ahold of the old deed and revise it so we can finalize the sale.

In the matter of  
Traffic Grants for Sheriff's Dept:  
Lambert provided commission with 3 traffic grants for approval. Commissioner Hicks moved to approve all 3 grants, Commissioner Stites seconded, motion carried.

Lambert left at 9:30 am.

In the matter of  
Juvenile office charges:

Breeden advised commission there was an invoice in the amount of roughly \$20,000 for an adoption case that was paid out of their funds. Breeden advised they had nothing to do with this adoption case and they would like to have it paid out of another fund since they did not have the funds allotted for this large invoice. Commissioner Hicks moved to recode the invoice from Thomas Birdsong Mills McBride and Osborne in the amount of \$20,853.86 to come out of the miscellaneous line of General Revenue, Commissioner Stites seconded, motion carried.

Local residents Chester Kojro and Chester Crider entered at 9:38 am.

Breeden left at 9:39 am followed by Crider at 9:42am.

In the matter of  
MRPC invoices:

Commission reviewed invoices for CEPF, MERC and ARPA admin from MRPC. Commissioner Hicks moved to approve all 3 invoices, Commissioner Stites seconded, motion carried.

Road and Bridge Supervisor Mark Case and Admin Assistant Michelle Bock entered at 9:54 am.

Terris Brondel with Capital and Chris Farris from Viebrock entered at 10:03 am. Kojro left at 10:05 am.

In the matter of  
Road Material Bid opening:

As Scheduled commission opened bids as follows:

Asphalt-

NB West opened at 10:05 am

Capital opened at 10:07 am.

Commissioner Stites moved to accept the bids, commissioner Hicks seconded, motion carried.

Lonna Sowers with ?? entered at 10:14 am.

Chip and Seal and Manufactured Sand-

NB west opened at 10:15 am.

New Frontier Materials opened at 10:17 am.

Commission decided to rebid the chip and seal bids at a later date. Commissioner Hicks moved to award the NB west Manufactured sand to NB west, Commissioner Stites seconded, motion carried.

Contract Hauling-

Daniels Construction opened at 10:37 am.

R & C Trucking opened at 10:38 am.

Doolittle Dirt Works opened at 10:39 am.

Commissioner Hicks moved to take all bids under advisement, Commissioner Stites seconded, motion carried.

Greg Brauner from Metal Culverts entered at 10:49 am.

Rock and Gravel-

Willard Quarries opened at 10:49 am.

Capital opened at 10:52 am.

Melrose opened at 10:54 am.

Commissioner Hicks moved to take all under advisement,  
Commissioner Stites seconded, motion carried.

Brondel left at 10:59 am.

Culverts-

Metal Culverts opened at 11:00 am.

Discussions were had on the potential of getting plastic culvert  
bids as well and commission decided to take under advisement.

Brauner left at 11:14 am.

Grader Blades-

Woolf Equipment opened at 11:15 am.

Fabick opened at 11:21 am.

Viebrock opened at 11:22 am.

Commission decided to keep all bids under advisement.

In the matter of

Ameren Communication:

Commission received correspondence from Ameren advising they  
will be clearing vegetation along transmission lines in the next  
several months.

Farris left at 11:33 am.

In the matter of

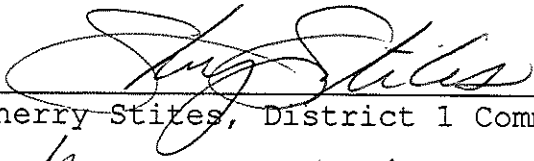
Grader Lease discussion:

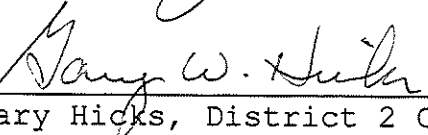
Case advised commission the leases on the graders have doubled  
in price. Further discussions were had on potentially purchasing  
through CAT instead of leasing. Discussions were had on the  
warranties during either the lease or lease purchasing.  
Discussions were had on going with the lowest quote price for a  
7 year lease with Fabick.

Hearing no other business commission adjourned at 12:01 pm.

Read and approved:

\_\_\_\_\_  
Joey Auxier, Presiding Commissioner

  
\_\_\_\_\_  
Sherry Stites, District 1 Commissioner

  
\_\_\_\_\_  
Gary Hicks, District 2 Commissioner

