

**ST. FRANCOIS COUNTY COMMISSION**

**MINUTES**

**JANUARY 7, 2019**

**MONDAY**

**CALL TO ORDER:**

The County Commission met in New Term session. Those being present were, Presiding Commissioner, Harold Gallaher, Commissioner First District, Gay Wilkinson, and Commissioner Second District, Patrick Mullins. Also, present was County Clerk, Kevin Engler and Deputy Clerk, Linda Balentine from the County Clerk's office

Others present: Kevin Jenkins, John Gross, Louie Seiberlich, Mike Wisdom, Vonne Karraker, Rich Luebcke, Jesse Rupp, Betty Medley, Kerry Glore, Dan Duncan, Clay Copeland, John Gross, Stephanie Schindler, Melissa Gilliam, Sandy Gallaher, Dan Ward, Mindy Wooldridge, Pam Williams, Jay Graf, Gary Matheny, Sheriff Dan Bullock and Deputy Kristen Tate.

Commission opened with Pledge of Allegiance and Invocation.

**AGENDA:**

Posted agenda attached to minutes.  
(Document also found in Open Meeting Agenda folder.)

**CONSENT AGENDA:**

A motion was made by Commissioner Mullins to approve the Consent Agenda. All commissioners voted in favor of the motion.

Agenda Items:

1. Meeting Minutes for December 18, 2019
2. County Clerk Monthly Report
3. County Treasurer Monthly Report
4. Recorder of Deeds Monthly Report
5. Public Administrator Monthly Report

**TABLED AGENDA ITEMS:**

None.

**GENERAL BUSINESS:**

**QUARTERLY REPORT  
MO EXTENSION**

Stephanie Schindler presented the Commission with the quarterly report from the University of Missouri Extension.

**WAIVING PENALTY &  
INTEREST**

Due to an error in transfer of ownership on Steven & Susannah Koester's property, they did not receive a tax bill for 2017 & 2018 resulting in delinquent taxes. Assessor, Dan Ward recommended interest & penalty in the amount of \$445.66 be waived. Commissioner Wilkinson made a motion to waive penalty & interest, Commissioner Mullins seconded the motion. All were in favor and the motion passed.

**WAIVING PENALTY &  
INTEREST**

In 2018 a deed was recorded and the Assessor's office was told or lead to believe that parcel 09-40-18-02-002-0003.00 was to be combined with parcel 09-40-18-02-001-0003.00 and it was a name change. In June 2018 title work was done & a check issued to pay the taxes for 2017 but when we received the check a court order had been done to separate the two parcels. Collector, Pam Williams requested that a partial amount of penalties & interest be waived. The amount is less than \$100. Commissioner Wilkinson made a motion to waive a portion of the penalty & interest. Commissioner Mullins seconded the motion. All were in favor and the motion passed.

**TAX WRITE OFF  
5 YEAR TAXES**

The Collector requested to write off 5<sup>th</sup> year Real Estate Taxes & Trustee properties on about 17 pieces of property that there is no known owner of said property. Commissioner Mullins made a motion to write off taxes on the Real Estate & Trustee properties that are delinquent. Commissioner Wilkinson seconded the motion. All were in favor and the motion passed.

**TIF APPOINTMENT  
CITY OF PARK HILLS**

Park Hills Mayor requested that two Commissioners be appointed to the Park Hills TIF Commission. It was recommended that Presiding Commissioner, Harold Gallaher be appointed and Commissioner Wilkinson be appointed since the TIF district is in Commissioner Wilkinson's district. Commissioner Mullins made a motion to appoint Commissioner Gallaher & Commissioner Wilkinson to the TIF Commission. Commissioner Wilkinson seconded the motion. All were in favor and the motion passed.

**ANNUAL & SEMI-ANNUAL  
TREASURER REPORT**

Treasurer Kerry Glore presented the Annual & Semi annual report to the Commission. The Commission said they would have the reports placed on the County's website so the public would be able to view reports.

**PROSECUTING ATTORNEY  
NEW INVESTIGATOR &  
ATTORNEY**

Prosecuting Attorney, Melissa Gilliam ask to hire Ryan Miller, as the new Investigator to replace current investigator, at a rate of pay of \$19.75 per hour. She also requested hiring a new attorney that will replace Patrick King. Mr. King is leaving the role of assistant prosecuting attorney to become Division 4 Judge. Mrs. Gilliam is requesting to hire Courtney Goodwin as the new Attorney starting at a yearly starting salary of \$85,000.00. Ms. Goodwin currently resides in Ste. Genevieve county. The Commission agreed that under the circumstances it would be fine to hire outside the county for this position.

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**PROSECUTING ATTORNEY**  
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Commissioner Mullins made the motion to hire Ryan Miller as the new Investigator and to also hire Courtney Goodwin as the new Attorney in the Prosecuting Attorney's office. Commissioner Wilkinson seconded the motion. All were in favor and the motion passed.

**DESTRUCTION OF**  
**RECORDS**

Assessor Dan Ward addressed the Commission about destroying 2013 records according to Missouri State Statute Chapter 109 section 255. Presiding Commissioner did discuss the purchasing of an Industrial Shredder so each office could destroy old documents accordingly. Permission was granted to Assessor Ward to destroy the documents according to retention guidelines.

**2019 ANNUAL BID**

County Clerk, Kevin Engler spoke to the Commission about the Annual bid process. A memo will be going to every office holder as a reminder and the Bid opening will be on March 12, 2019 during regular session.

**NEXT MEETING:**

The next meeting of the county commission will be held on Tuesday, January 22, 2019 at 10:00a.m.

**CORRESPONDENCE:**

Commissioner Mullins received an email from an individual upset over the closing of the Bone Hole access. Commissioner Mullins did not release the individuals name or information even though the email was vulgar and to a degree threatening. Commissioner Mullins commented that this matter could have been discussed in a civil manner given a chance to explain the reasoning behind the TEMPORARY closing.

**PUBLIC COMMENTS:**

Vonne Karraker ask in regards to the Extension Report if St. Francois County was trying to help find them a new place for the Robotics class to meet because they have run out of room at the current location. Presiding Commissioner Gallaher explained that the Extension Office is only housed in the Annex Building but they are not a part of the County Government. Mrs. Karraker also ask if the minutes from previous years would be posted to the County's website. A discussion was held that maybe in the future we could work towards posting old minutes online, but for now we are going to proceed with posting from this point forward.

**DEPARTMENT REPORTS:**

None.

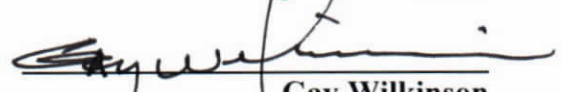

**ADJOURNMENT:**

With there being no further business the County Commissioner Mullins made a motion to adjourn the January 7, 2019 meeting. Commissioner Wilkinson seconded. All were in favor and the meeting adjourned.

**ATTEST:**



**Linda Balentine**  
Deputy Clerk  
St. Francois County, Missouri

  
**Harold Gallaher**  
Presiding Commissioner  
**Gay Wilkinson**  
Commissioner First District  
**Patrick Mullins**  
Commissioner Second District