

**ST. FRANCOIS COUNTY COMMISSION  
MINUTES  
JANUARY 21, 2020  
TUESDAY**

**CALL TO ORDER:**

The County Commission met in regular session. Those being present were, Commissioner First District, Gay Wilkinson and Commissioner Second District, Patrick Mullins. Presiding Commissioner, Harold Gallaher was absent. Also, present was County Clerk, Kevin Engler, Chief Deputy H/R, Corey Schrum, and Deputy Clerk, Linda Balentine from the County Clerk's office

Others present: Rich Luebcke, Amber Elliott, Jessica McKnight, Mark Marberry, Jesse Rupp, Mindy Wooldridge, Dan Ward, Kent Scism, Ben Bradley, Gary Matheny, Louie Seiberlich, Dan Duncan, Clay Copeland, John Gross, Charles Gamble, Kim Schrum, Jay Graf, Mike Wisdom, Amber Menjoulet, Betty Medley, Pam Williams, Phillip Goggin, Chary Duncan, Sheriff Dan, and Deputy Kristen Tate.

County Clerk, Kevin Engler, appointed Associate Commissioner, Patrick Mullins as acting chair.

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, seconded by Commissioner Wilkinson. All commissioners voted in favor of the motion.  
Consent Agenda Items:

1. Approval of Minutes, January 14, 2020
2. List of Assets on Hand 12-31-2019/Public Administrator
3. Monthly Report/Recorder of Deeds
4. Monthly Report/Collector
5. Appointment Order/Step increase, Job Title Change, Angie Usery/Collector

**TABLED AGENDA ITEMS:**

none.

**GENERAL BUSINESS:**

**HIGHWAY ADMIN. REPORT**

According to RSMo 61.091 the Highway Administrator is required to prepare and present an annual report. Highway Administrator, John Gross, presented the report

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**HWY ADMIN. REPORT  
CON'T**

for the Road & Bridge dept. Mr. Gross spoke about various road projects, stripping projects, bridge work, as well as soft match and BRO funds. Commissioner Wilkinson made a motion to accept the annual report as presented by the Highway Administrator. Commissioner Mullins seconded the motion. All were in favor and the motion passed.

**VIOLENT DEATH & OVER  
DOSE DEATH CONTRACT**

County Clerk, Kevin Engler, addressed the Commission in regards to the standing contract between SFC and the MO Dept. of Health & Senior Services, for the violent death and overdose death surveillance contract. Commissioner Wilkinson made a motion to allow the Presiding Commissioner, Harold Gallaher, to solely sign the contract for 2020. Commissioner Mullins seconded the motion. All were in favor and the motion passed.

**WAIVING PENALTY  
& INTEREST  
GOGGIN PROPERTY**

Mr. Phillip Goggin from Goggin Property Development came before the Commission asking that the penalty be waived on his 2019 tax bill because the United States Postal Service deemed it undeliverable for some unknown reason. Mr. Goggin is prepared to pay the tax statement but does feel that the penalty amount of over \$800 should be waived. The Commission requested to table the matter to further investigate the claim. Commissioner Wilkinson made the motion to table said agenda item until further notice. Commissioner Mullins seconded the motion. All were in favor and the motion passed.

**PHASE 4 GRANT  
SCANNING PROJECT  
RECORDER OF DEEDS**

Jay Graf, Recorder of Deeds, informed the Commission that the Recorder's office will be starting the grant process to begin Phase 4 of the scanning project. Commissioner Wilkinson made a motion to have the Recorder of Deeds proceed with the grant process. Commissioner Mullins seconded the motion. All were in favor and the motion passed.

**STEP INCREASE, JOB  
CHANGE, TITLE CHANGE  
RECORDER OF DEEDS  
BECKY COLEMAN**

Jay Graf, Recorder of Deeds, ask the Commission to approve the step increase, job title change, pay increase for Becky Coleman. Mr. Graf is asking that Ms. Coleman be advanced from Clerk I to Clerk II effective February 3, 2020. This step comes with Ms. Coleman's 5<sup>th</sup> year of service. Commissioner Wilkinson made a motion to approve the changes for Ms. Coleman. Commissioner Mullins seconded the motion. All were in favor and the motion passed.

**BUILDING PERMIT REPORT  
STATISTICS 2019**

County Clerk, Kevin Engler, presented the Commission with the 2019 Building Permit statistics. Although SFC does not have planning and zoning it is requested that a building permit be obtained if a permanent structure of \$600 or more is built. For 2019, 17 permits were issued with a total value for all permits at \$2,562,000.

**TREASURER BOND  
INCREASE**

With the news that the current Treasurer, Kerry Glore is retiring and not seeking re-election the County Clerk, Kevin Engler, felt that it would be a good time to have the bond amount for that particular office raised to match the bond amount of the Collector's office which is currently at \$750,000. The cost of bond would go from \$2,020 at \$400,000 (current bond) to \$3,684 for the new bond amount at \$750,000. Upon the recommendation of the County Clerk, Commissioner Wilkinson made a motion to increase the bond amount for the Treasurer office beginning with the new office holder that will be elected in 2020. Commissioner Mullins seconded the motion. All were in favor and the motion passed. Deputy Clerk, Linda Balentine will contact the bonding agency to let them know of the changes.

**NEXT MEETING:**

The next meeting of the county commission will be held on Tuesday, January 28, 2020 at 10:00a.m.

**CORRESPONDENCE:**

None.

**PUBLIC COMMENTS:**

Mr. Rich Luebcke thanked the Commission for the new website, he said it is top notch!!

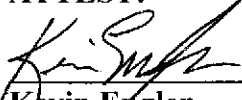
**DEPARTMENT REPORTS:**

- Commissioner Mullins presented Jessica McKnight with a certificate for her service as SFC Health Board Director. Mr. Mullins thanked Ms. McKnight for all her help and services since serving on SFC Health Board.

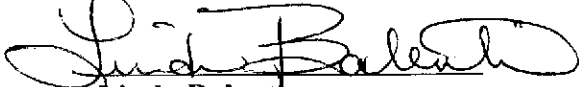
**ADJOURNMENT:**

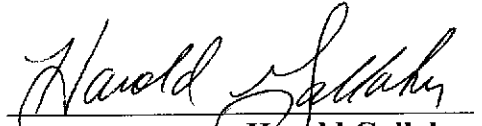
With there being no further business County Commissioner Wilkinson made a motion to adjourn the meeting. Commissioner Mullins seconded. All were in favor and the meeting adjourned.

**ATTEST:**

  
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**Kevin Engler**  
County Clerk  
St. Francois County, Missouri

**PREPARED BY:**

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

  
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**Harold Gallaher**  
Presiding Commissioner

  
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**Gay Wilkinson**  
Commissioner First District

  
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**Patrick Mullins**  
Commissioner Second District