

**ST. FRANCOIS COUNTY COMMISSION
MINUTES
MARCH 10, 2020
TUESDAY**

CALL TO ORDER:

The County Commission met in regular 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, Chief Deputy H/R, Corey Schrum, and Deputy Clerk, Linda Balentine from the County Clerk's office

Others present: Mark Marberry, Phillip Goggin, Clay Copeland, Rich Luebcke, Dan Duncan, John Gross, Kim Schrum, Jay Graf, Louie Seiberlich, Betty Medley, Mindy Wooldridge, Jesse Rupp, Amber Elliott, Amber Menjoulet, Aaron Carrow, Josh Baker, Dwayne Holst, Jimmy Gibson, Drew Andrade, Donald Leftridge, Hazel Aldridge, Sam Farinella, Brad Sparr, Kerry Glore, Sheriff Dan, Prince Evans, 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, seconded by Commissioner Wilkinson. All commissioners voted in favor of the motion.

Consent Agenda Items:

1. Approval of Minutes, March 3, 2020
2. Sales Tax Report/Treasurer
3. Monthly Report/Treasurer
4. Monthly Report/Collector
5. Monthly Report/Recorder of Deeds
6. Removal of Inventory/Juvenile Detention
7. Appointment Order/Collector's office, Angela Mayfield
8. Appointment Order/IT Dept., Jessica Menjoulet
9. Appointment Order/P.A., Jereme Reyes
10. Appointment Order/Family Treatment Court, Beth Elser

TABLED AGENDA ITEMS:

**WAIVING PENALTY
& INTEREST**

Mr. Phillip Goggin from Goggin Property Development came before the Commission on January 21, 2020 asking

GOGGIN PROPERTY

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 stated that he was advised he would receive a phone call from Commissioner Mullins in regards to the decision. Mr. Goggin stated he never received such call, and he also reached out to Presiding Commissioner Gallaher to express concern & frustration and again did not hear back from anyone. Mr. Goggin is here today to ask the Commission to consider re-evaluating this issue again because he feels it was not his fault. After discussion from Mr. Goggin and the Commissioners, Commissioner Mullins made a motion to waive the penalties & interest from February thru March. Commissioner Wilkinson seconded the motion. All were in favor and the motion passed.

GENERAL BUSINESS:

ANNUAL BID OPENING

The following bids were received for the Annual Bid Opening. All bids were opened and presented for the public and vendors to review. All bids were taken under advisement and will be awarded on individual basis.

G & C SUPPLY	VERITIV
REPUBLIC SERVICES	COMPASS MINERALS
MAC LAWN SERVICE	FL PORTER FOODS
GUNTHER SALT	MORTON SALT
INTERBORO PKG.	PENGAD
COMPUTER SUPPLIES & SERVICES	
MARTEL	PALMETTO POSTING
SUPPLY CONCEPTS	INLAND ASSOC.
MO PETROLEUM	FROESEL TIRE
LBB SALES	TRAP ROCK
PURCELL TIRE	WATERWORKS
BIG RIVER QUARRY LLC	
H.E. WILLIAMS	BEST DRIVE LLC
COAST TO COAST	RON'S TIRE
BAUMAN OIL	DALTON CLEANING
CARGILL	BRUCE OAKLEY
CENTRAL STONE	FRED WEBER

ANNUAL BID CON'T

**POLITTE READY MIX AAA ZOELLNER
MINERAL AREA ASPHALT
MINERAL AREA OFFICE SUPPLY
BEAVER JANITORIAL
CONTECH BRM LLC
LEADBELT MATERIALS
ZONE INK & TONER WALLIS LUBRICANT
ADVANCE AUTO PARTS
HOME SERVICE OIL SIEVE KING
AUTO TIRE & PARTS/NAPA
DON HEIL OIL CO WALLIS OIL
ALL AMERICAN POLY AMERICAN STAMP
ALL SEASONS LAWN JOHN
CB'S LAWN CARE BUTLER SUPPLY
C.E. BERRY JANITORIAL SERVICES
MCD VENDING INPUT TECHNOLOGY**

**COPIER/STATE BID
GFI/RECORDER OF DEEDS**

Recorder of Deeds, Jay Graf, informed the Commission that his office is needing to purchase a new copier. Mr. Graf explained he would like to purchase copier from GFI using the State Bid Contract price they honor for the County. Commissioner Wilkinson made a motion upon the recommendation of the Recorder of Deeds, to purchase new copier through GFI, Digital. Commissioner Mullins seconded the motion. All were in favor and the motion passed.

**WAIVING PENALTY/
INTEREST PROCEDURES**

Mr. Jesse Rupp came before the Commission to inquire the procedures used to waive penalty & interest for various customers. The Commission explained that if there is sufficient evidence that the fault is due to an error on the County's part then penalty & interest would be waived. Mr. Rupp was questioning for a resident that resides at Parkside Drive in Desloge. After reviewing the minutes from various dates in regards to waiving penalties & interest, Mr. Rupp realized that the same protocol had been used in all cases. Mr. Rupp apologized to the Commission and said he had no further discussion.

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**MIBRS SOFTWARE
UPGRADE/SHERIFF DEPT.**

Dan Duncan, IT Supervisor, informed the Commission that MIBRS Software needed upgraded at the Sheriff's Department. Commissioner Mullins made a motion, upon the recommendation of the IT Supervisor, Dan Duncan, to upgrade the MIBRS Software for the Sheriff's Dept. Commissioner Wilkinson seconded the motion. All were in favor and the motion passed.

**SURPLUS/OLD PHONE
SYSTEM**

Dan Duncan, IT Supervisor, enlightened the Commission about the abundance of old phones that were from our previous phone system. Mr. Duncan contacted East Missouri Action Agency (EMAA), which currently uses that phone system to see if they would be interested in the surplus of phones the County has. Upon the recommendation of IT, Supervisor, Commissioner Mullins made a motion to donate the surplus phones to EMAA. Commissioner Wilkinson seconded the motion. All were in favor and the motion passed.

VACATION POLICY

Amber Menjoulet from the Auditor's office informed the Commission that the outside auditor found a discrepancy in the way the vacation policy is currently being accrued. After a brief discussion in regards to this finding, the Commission has asked that Corey Schrum, Human Resource Director, assist the Auditor's office in working to find a solution to the discrepancy. This matter will be taken under advisement and will be readdressed in the future.

NEXT MEETING:

The next meeting of the county commission will be held on Tuesday, March 17, 2020 at 10:00a.m.

CORRESPONDENCE:

None.

PUBLIC COMMENTS:

None.

DEPARTMENT REPORTS:

**Health Dept. Report
Covid19**

Amber Elliott, Director SFC Health Dept, spoke in regards to the COVID19 pandemic which is hitting the world. Ms. Elliott informed about self-quarantine, isolation, who is the most susceptible, and other various factors in this pandemic. Ms. Elliott stressed hygiene...simple washing of the hands is very important to stop the spread of this virus.

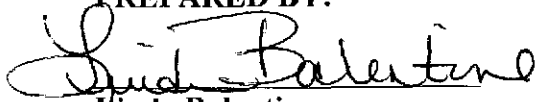
ADJOURNMENT:

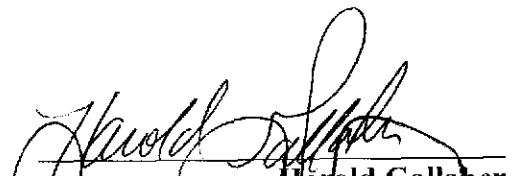
With there being no further business County Commissioner Mullins made a motion to adjourn the meeting. Commissioner Wilkinson seconded the motion. All were in favor and the meeting adjourned.

ATTEST:

Kevin Engler
County Clerk
St. Francois County, Missouri

PREPARED BY:


Linda Balentine
Deputy Clerk
St. Francois County, Missouri


Harold Gallaher
Presiding Commissioner


Gay Wilkinson
Commissioner First District


Patrick Mullins
Commissioner Second District