

ST. FRANCOIS COUNTY COMMISSION
MINUTES
AUGUST 18, 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 County Clerk Kevin Engler, HR, Corey Schrum and Deputy Clerk, Linda Balentine from the County Clerk's office.

Others present: Mindy Wooldridge, Kary Buckley, Bob Turner, Alan Kim Rawson, Dwayne Looney, Amber Menjoulet, Prince Evans, Mark Marberry, John Gross, Charles Gamble, David Kater, David Kennedy, David Jirik, Jay Graf, Jamie Crump, Betty Medley, Louie Seiberlich, & 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, July 28, 2020
2. Sales Tax Report/Treasurer
3. Monthly Report/Treasurer
4. Monthly Report/Recorder of Deeds
5. Monthly Report/Collector
6. Monthly Report/Auditor
7. Certificate of Training/Recorder of Deeds, Jay Graf
8. Removal of old Computers to be taken off inventory/Rd & Bridge
9. Appointment Order/Family Treatment Court, Jacynth Coleman
10. Appointment Order/Maintenance, Janitor, Tabatha Crader

TABLED AGENDA ITEMS:

GENERAL BUSINESS:

**REQUEST TO BID
STRIPING PROJECT**

Hwy Administrator, John Gross is requesting to bid 15 miles of road striping projects. Commissioner Wilkinson made a motion to let out for bid the striping projects. Commissioner Mullins seconded the motion. All were in favor and the motion passed.

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REQUEST TO BID
ROAD PAVING PROJECTS

Hwy Administrator, John Gross requested to bid 12 miles of road projects for paving overlay. Commissioner Wilkinson made a motion to let out for bid the overlay projects. Commissioner Mullins seconded the motion. All were in favor and the motion passed.

INDEPENDENT AUDITOR'S
REPORT/DANIEL JONES &
ASSOCIATES

County Auditor, Louie Seiberlich addressed the Commission regarding the independent Audit. Mr. Seiberlich turned the discussion over to Amber Menjoulet, Audit Specialist. Mrs. Menjoulet explained there were no audit findings for the budget year ending 12/31/2019. The Commission thanked the Auditor's office on a job well done. Commissioner Mullins made a motion to approve the draft audit. Commissioner Wilkinson seconded the motion. All were in favor and the motion passed.

REJECT BID
PERSONAL PROPERTY
MAILING/ASSESSOR
& REBID

Bids were opened for the Assessor's Personal Property mailing list on 7/28/2020. There were two bids received. Input Technology, Inc. & divcodata Diversified Companies, LLC. It is the recommendation of Mindy Wooldridge, Deputy Assessor, to reject all bids because the specifications were not met. Mrs. Wooldridge also requested to rebid the assessment list project. Commissioner Mullins made a motion to reject all bids for the mailing list. Commissioner Wilkinson seconded the motion. All were in favor and the motion passed. Commissioner Wilkinson made a motion to re-bid the assessment list mailing. Commissioner Mullins seconded the motion. All were in favor and the motion passed.

JOB TITLE/
PAY INCREASE ASSESSOR

Deputy Assessor, Mindy Wooldridge, ask the Commission to approve a step increase, pay increase for two of her employees. Mrs. Wooldridge is asking to move Lisa Pratt Swoboda from a Clerk 1 to a Clerk 2 position and Jessica Beard from a Clerk 1 to a Clerk 2 position. This raise would be for the 2021 year. Commissioner Mullins made a motion to approve both these positions. Commissioner Gallaher seconded the motion. All were in favor and the motion passed.

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**SHERIFF SALARY
COMMITTEE
\$1,000 STIPEND**

HR, Corey Scrum, & Deputy Prince Evans came before the Commission to recommend a one-time Stipend allowance of \$1000 for roughly 60 Commissioned Officers. This would help offset the wages for the officers that have been overlooked in the last several years. Commissioner Mullins made a motion to give the one-time Stipend to the Commissioned Officers. Discussion followed with an amendment made by Commissioner Gallaher to the original motion to include only Commissioned SFC Officers for the Stipend. Commissioner Wilkinson seconded the motion. All were in favor and the motion passed.

**SHERIFF SALARY
COMMITTEE
BID/FIREARMS & BELTS**

HR, Corey Scrum, & Deputy Prince Evans came before the Commission to seek permission to bid out firearms & service duty belts. Commissioner Wilkinson made a motion to allow bids to be let for both firearms & belts. Commissioner Mullins seconded the motion. All were in favor and the motion passed.

IT SECURITY SOFTWARE

Dwayne Looney, IT Supervisor, spoke on behalf of IT Director, Jared Faulkner who was absent. Mr. Looney expressed the need for the three (3) IT personnel to have iPads so they could be accessible after hours. The monthly fee is \$80. Mr. Looney explained that the policy committee met, amended the policy and are awaiting legal review, but explained this is a need for priority essential employees. The Commission realizes this matter is time sensitive. Commissioner Wilkinson made a motion to allow IT Staff only permission to proceed with the data plan for the iPads. The iPads are County property & will be used for county business only. Commissioner Mullins seconded the motion. All were in favor and the motion passed.

C.A.R.E.S. PRESS RELEASE

Commissioner Mullins issued a press release regarding the CARES Act application process for reimbursement purposes only. Commissioner Mullins made a motion to accept & adhere to the guidelines of the press release. Commissioner Wilkinson seconded the motion. All were in favor and the motion passed.

C.A.R.E.S. RESOLUTION

Commissioner Mullins presented a Resolution supporting the entities in phase one, two, and three of the C.A.R.E.S funding. Commissioner Mullins read the resolution then made a motion to accept said resolution. Commissioner Wilkinson seconded the motion. All were in favor and the motion passed.

C.A.R.E.S. AWARDS PHASE 1

Commissioner Mullins presented the commission with the awards for phase I of the C.A.R.E.S. Act funds.

- SEMO REGIONAL PLANNING \$39,400.00
- WEST CO. SCHOOL \$270,625.67
- CITY OF BONNE TERRE \$7,835.57
- FARMINGTON R-7 SCHOOL \$592,520.83
- NORTH CO. SCHOOL \$410,919.84
- ST. PAUL LUTHERAN SCHOOL/ELEM.
\$105,732.37
- ST. PAUL LUTHERAN HIGH SCHOOL
\$40,215.64
- SFC HEALTH CENTER \$584,335.72
- CITY OF DESLOGE \$135,126.64
- CITY OF PARK HILLS \$353,170.82
- BISMARCK SCHOOL \$292,599.61
- MAC \$207,717.59

Commissioner Mullins made a motion to accept the Phase I awards. Commissioner Wilkinson seconded the motion. All were in favor and the motion passed.

**RFQ ENGINEERING
SERVICES HVAC**

The Commission is seeking the services of qualified engineering consultants for the development of construction plans, specifications, and estimates for multiple County buildings. This project will include the replacement/upgrade of HVAC systems to promote filtration, building additions, and constructions oversight for compliance of specifications. Commissioner Wilkinson made a motion to seek RFQ's. Commissioner Mullins seconded the motion. All were in favor and the motion passed.

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NEXT MEETING:

The next meeting of the county commission will be held on Tuesday, August 25, 2020, at 10:00 a.m.

CORRESPONDENCE:

None.

PUBLIC COMMENTS:

None.

DEPARTMENT REPORTS:

- Jail Administrator, Jamie Crump
- gave an update on the jail and talked about the expansion of the booking area and an extra wing for intake area with negative flow ventilation system.
- County Clerk, Kevin Engler spoke about the August Election and the upcoming November Election. Mr. Engler is recommending that as many people as possible go to the Weber Road Facility and vote absentee.

CLOSED SESSION

Commissioner Mullins made a motion to go into closed session per RSMo Section 610.021(1). No action will be taken. Commissioner Wilkinson seconded the motion. All were in favor and the motion passed.

REGULAR SESSION

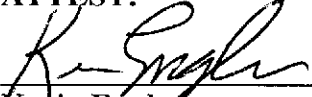
Commissioner Mullins made a motion to go back into regular session. Commissioner Wilkinson seconded the motion. All were in favor and the motion passed.

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ADJOURNMENT:

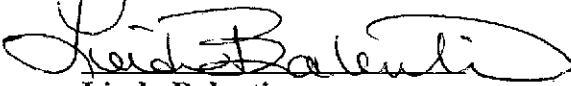
With there being no further business County Commissioner Mullins made a motion to adjourn the meeting. Commissioner Wilkinson seconded the motion. All were in favor and the meeting adjourned.

ATTEST:



Kevin Engler
County Clerk
St. Francois County, Missouri

PREPARED BY:

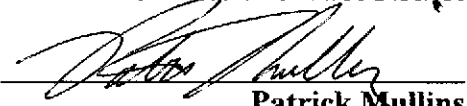


Linda Balentine
Deputy Clerk
St. Francois County, Missouri

Harold Gallaher
Presiding Commissioner



Gay Wilkinson
Commissioner First District



Patrick Mullins
Commissioner Second District