

**ST. FRANCOIS COUNTY COMMISSION
MINUTES
AUGUST 25, 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 County Clerk Kevin Engler, HR, Corey Schrum and Deputy Clerk, Linda Balentine from the County Clerk's office.

Others present: Mindy Wooldridge, Bob Turner, Dwayne Looney, Amber Menjoulet, Mark Marberry, John Gross, Clay Copeland, Buck Copeland, , Jay Graf, Jamie Crump, Hardy White, Betty Medley, Louie Seiberlich, Pam Williams, Angela Cowley, Kim Schrum, Melissa Gilliam, Sheriff Dan & 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, August 18, 2020
2. Removal of old computers to be taken off inventory/Prosecuting Attorney
3. Destruction of Old Records/Treasurer
4. Appointment Order/Sheriff Dept., Vincent Jablonowski

TABLED AGENDA ITEMS:

GENERAL BUSINESS:

APPROVE TAX LEVY RATES

County Clerk, Kevin Engler, discussed the tax levy rates.

The current rates will be set as follows:

GENERAL REVENUE	0.0501
ROAD & BRIDGE	0.2439
SENIOR SERVICES	0.0478

Commissioner Mullins made a motion to set the tax levy with rates listed above. Commissioner Wilkinson seconded the motion. All were in favor and the motion passed.

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**BID OPENING/SCANNING
PROJECT- PHASEIV
RECORDER OF DEEDS**

Bids were opened for Phase IV of the Scanning project for Recorder of Deeds office. There was one bid received from FIDLAR. Recorder, Jay Graf reviewed bid and made his recommendation to accept the bid from FIDLAR. Commissioner Mullins made a motion to accept bid. Commissioner Wilkinson seconded the motion. All were in favor and the motion passed.

**JOB TITLE, PAY INCREASE
ANGELA COWLEY**

Recorder of Deeds, Jay Graf, requested that Angela Cowley be advanced from Clerk III to a Clerk IV in accordance to the Pay Grade Step Plan. This would be \$1.00 per hour pay raise effective January 1, 2021. Commissioner Mullins made a motion to accept this advancement. Commissioner Wilkinson seconded the motion. All were in favor and the motion passed.

**JOB TITLE, PAY INCREASE
KIM SCHRUM**

Recorder of Deeds, Jay Graf, requested that Kim Schrum be advanced from Chief Deputy II to a Chief Deputy III in accordance to the Pay Grade Step Plan. This would be \$1.00 per hour pay raise effective January 1, 2021. Commissioner Mullins made a motion to accept this advancement. Commissioner Wilkinson seconded the motion. All were in favor and the motion passed.

**STEP INCREASE, JOB
CHANGE, PAY INCREASE
FOR STAFF**

County Clerk, Kevin Engler, went before the Commission requesting a step increase, job change, pay increase for three of his employees. Mr. Engler is requesting that Linda Balentine, Rhonda Marler, and Teresa Summerfield be moved from Administrative Assistant I to Administrative Assistant II. This will not take effect until January 2022. Current job descriptions for this request have been completed. There was some discussion about this request being made over a year in advance. Audit specialist Amber Menjoulet said the request did not need to be made for the 2022 budget.

**HUMAN RESOURCE
DIRECTOR SALARY**

County Clerk, Kevin Engler, addressed the Commission regarding the salary of the Human Resource Director. County Clerk, Kevin Engler, is requesting that Ms. Schrum's rate of pay be \$28.00 per hour. Commissioner Mullins made a motion to set the pay for Ms. Schrum at \$28.00 per hour at her anniversary hire date. Commissioner Wilkinson seconded the motion. All were in favor and the motion passed.

**WAIVING PENALTY
& INTEREST
LEON & CHRISTINA
JENNINGS**

Collector, Pamela Williams came before the Commission requesting the penalty & interest be removed for Leon & Christina Jennings. The parcel did not get properly split from other property. The mistake fell on behalf of the County. The amount to be waived is \$100.73. Commissioner Mullins made a motion to waive the penalty & interest. 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 on August 18, 2020. Commissioner Mullins made a motion to accept the awards. Commissioner Wilkinson seconded the motion. All were in favor and the motion passed. The Ambulance district was omitted in the minutes by mistake. This will correct the awards for phase I.

- SEMO REGIONAL PLANNING \$39,400.00
- WEST CO. SCHOOL \$270,625.67
- CITY OF BONNE TERRE \$7,835.57
- SFC AMBULANCE DIST. \$23,551.61
- 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

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NEXT MEETING: The next meeting of the county commission will be held on Tuesday, September 1, 2020, at 10:00 a.m.

CORRESPONDENCE: None.

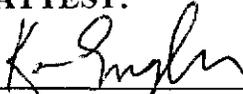
PUBLIC COMMENTS: None.

DEPARTMENT REPORTS:

- Jail Administrator, Jamie Crump requested RFP's for the jail expansion area and an extra wing for intake area with negative flow ventilation system. To qualify for CARES funding the Commission wanted to expedite the process.
- County Clerk, Kevin Engler informed the Commission that on Monday, August 31, 2020 the State Treasurer, Scott Fitzpatrick will be here to discuss CARES Act funding & to answer questions.

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:



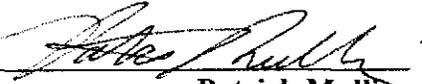
Linda Balentine
Deputy Clerk
St. Francois County, Missouri



Harold Gallaher
Presiding Commissioner



Gay Wilkinson
Commissioner First District



Patrick Mullins
Commissioner Second District