

**ST. FRANCOIS COUNTY COMMISSION
MINUTES
JANUARY 25, 2022
TUESDAY**

CALL TO ORDER:

The County Commission met in regular session. Those being present were, Presiding Commissioner, Harold Gallaher, Commissioner First District, Kary Buckley and Commissioner Second District, David Kater. Also, present was County Clerk, Kevin Engler and Deputy Clerk, Linda Balentine from the County Clerk's office.

Others present, Mark Marberry, Louie Seiberlich, Jay Graf, Kim Schrum, Bob Turner, Mike Ramsey, Parks Peterson, John Gross, Clay Copeland, Buck Copeland, Carol Gamble, Mindy Wooldridge, Amber Menjoulet, Nick Jones, David Jirik, Rich Luebcke, Jamie Crump, Corey Schrum, Brian Briley, Harold Thompson, David Kennedy & Sheriff Dan Bullock. Commission opened with Pledge of Allegiance and Invocation.

AGENDA: Posted agenda attached to minutes.

CONSENT AGENDA:

1. Approval of Minutes, January 18, 2022
2. Monthly report/Collector
3. Monthly report/Recorder
4. Request to dispose old metal desk & file cabinet/Sheriff's Dept.
5. Request to dispose 3 iPads used by Field Appraisers/Assessor
6. Request to dispose Dremel/Maintenance
7. Request to destroy 2016 records/Auditor
8. Appointment Order/Nick Jones/IT Director
9. Appointment Order/Rodger Cawvey/Jail
10. Tax adjustment/Kevin L. Meyer
11. Request to dispose old office chairs/Maintenance

A motion was made by Commissioner Buckley to approve the Consent Agenda, seconded by Commissioner Kater. All were in favor and the motion passed.

TABLED ITEM: None

GENERAL BUSINESS:

**BID OPEN/AWARD
ELECTION SUPPLIES
COUNTY CLERK** Bids were opened for the April 5, 2022, General Municipal Election. There was one bid received from Henry M. Adkins & Son in the amount of \$19,100.00 County Clerk, Kevin Engler, made his recommendation to award the bid to Adkins. Commissioner Kater made a

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BID AWARD/CON'T

motion to award bid to Henry M. Adkins & Son. Commissioner Buckley seconded the motion. All were in favor and the motion passed.

BID OPENING
EMPLOYEE POLICY
MANUAL

Bids were opened for Employee Policy Manual. There was only one (1) bid received from Lexipol. This bid will be taken under advisement until further notice.

REQUEST TO BID
FLOORING/STATE BID

Brian Briley, Maintenance Supervisor, came before the Commission to request permission to purchase new flooring for all County facilities using the state bid pricing. Mr. Briley compared prices and the state bid pricing was cheaper than local vendors. Commissioner Buckley made a motion to purchase flooring through state bid pricing at \$38,688. Commissioner Kater seconded the motion. All were in favor and the motion passed.

EXPLANATION OF VOTE

On January 18, 2022, Tom Benz came before the Commission asking to have penalty & interest waived on his 2021 taxes because the post office did not deliver his payment on time. Mr. Benz provided proof the error was in fact on the United States Postal Service. It came before a vote of the Commissioners. There was a tie vote and Mr. Gallaher broke the tie, voting in favor of Mr. Benz. Mr. Gallaher since realized he was in the wrong with his vote but would not change vote. Mr. Gallaher wanted to state on record that he had made a mistake and explain his reason for his vote.

REQUEST BALLOT ISSUE
WAYFAIR TAX

Commissioner Buckley addressed the room regarding the Wayfair tax. It is the recommendation of the County Commission to place on the April 5, 2022, ballot the local use sales tax. The local use tax would be 1.63%. This will be a benefit to the County to continue growth for our area. Commissioner Buckley made a motion to place on the April 5, 2022, ballot the local use sales tax. Commissioner Kater seconded the motion. All were in favor and the motion passed. County Clerk, Kevin Engler will handle this request.

**REQUEST TO APPLY
GRANT/MOBILE DATA
TERMINALS**

Jamie Crump, Jail Administrator, came before the Commission to request applying for a grant to purchase 30 new mobile data terminals for the police vehicles. These terminals would replace the out of date, end of life terminals that are currently in use. This grant is for \$25,000 and is a no match grant. The old terminals would be traded in for the new units. Commissioner Buckley made a motion to apply for the block grant for the data terminals. Commissioner Kater seconded the motion. All were in favor and the motion passed.

MATRIX ADJUSTMENT

Corey Schrum, HR is requesting to adjust the Matrix to include Equipment Supervisor II for the Sheriff's Department. Commissioner Kater made a motion to allow changes to be made to Matrix. Commissioner Buckley seconded the motion. All were in favor and the motion passed.

**JOB TITLE CHANGE
EQUIPMENT SUPERVISOR II**

Upon the recommendation of the Sheriff, Dan Bullock the job title, job description, and pay for Buck Copeland be changed effective immediately. Commissioner Kater made a motion to increase Mr. Copeland's wages by \$1.50 per hour effective immediately. Commissioner Buckley seconded the motion. All were in favor and the motion passed.

**IT DIRECTOR
NICK JONES**

Commissioner Buckley made a motion to approve the consent agenda naming Nick Jones as the IT Director. Commissioner Kater seconded the motion. All were in favor and the motion passed.

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 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 Buckley made a motion to accept the annual report as presented by the Highway Administrator. Commissioner Kater seconded the motion. All were in favor and the motion passed.

**RENEWAL CONTRACT
GEOLOGIST/ASSESSOR**

Mindy Wooldridge, on behalf of Assessor Eric Dugal, requested to renew the contract for Professional Services with Bradley D. Ross, Certified Professional Geologist. Mr. Ross helps the Assessor with the quarries that are in the County. This is a continuation of a current contract. Commissioner Kater made a motion to renew the professional services with Bradley D. Ross. Commissioner Buckley seconded the motion. All were in favor and the motion passed.

**K. MAXSON/WAIVE
PENALTY INTEREST**

Ms. Kristen Maxson came before the Commission requesting penalty and interest on her taxes be waived. Ms. Maxson stated she mailed her taxes at the post office on December 31, 2021, but the Collector did not receive them until January 3, 2022, considering them late. Commissioner Buckley made a motion to waive the penalty & interest on Kristen Maxson & Megan Maxson. Commissioner Kater seconded the motion. Commissioner Buckley voted in favor of the motion. Commissioner Kater voted not in favor. Commission Gallaher was the deciding vote and he voted not in favor as well. The taxes for Ms. Maxson will not be waived.

NEXT MEETING:

The next regular meeting of the county commission will be held on Tuesday, February 1, 2022, at 10:00 a.m.

CORRESPONDENCE:

None.

PUBLIC COMMENTS:

None.

DEPARTMENT REPORTS:


None.

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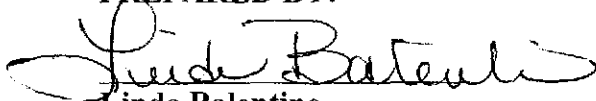
ADJOURNMENT:

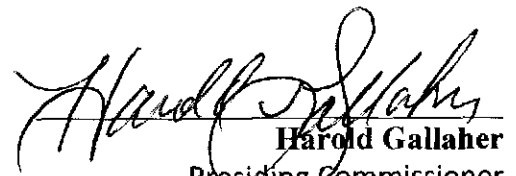
With there being no further business County Commissioner Kater made a motion to adjourn the meeting. Commissioner Buckley seconded the motion. All were in favor and the meeting adjourned.

ATTEST:

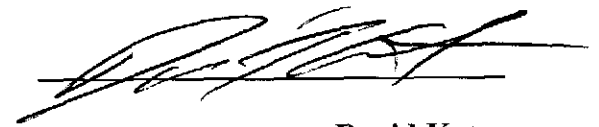

Kevin Engler
County Clerk
St. Francois County, Missouri

PREPARED BY:


Linda Balentine
Deputy Clerk
St. Francois County, Missouri


Harold Gallaher
Presiding Commissioner


Kary Buckley
Commissioner First District


David Kater
Commissioner Second District