

**ST. FRANCOIS COUNTY COMMISSION  
MINUTES  
NOVEMBER 15, 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, Parks Peterson, Clay Copeland, Nick Jones, Vesta Mattingly, Mindy Wooldridge, Laura Smith, Kim Schrum, Jeremy Rousan, Buck Copeland, Pam Williams, Greg Armstrong, Amber Menjoulet, Bridget Smith, Rich Luebcke, David Jirik, Ryan Cooper, Jacob Goff, Bob Turner, Eric Dugal, Corey Schrum, Mike Ramsey & Jay Graf

Commissioner Kater made a motion to amend the agenda to add create fund for PROP P, over surplus approval and to remove Jessica Morgan from consent agenda. Commissioner Buckley seconded the motion. All were in favor and the motion passed.

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

**CONSENT AGENDA:**

1. Approval of Minutes, October 27, 2022, November 1, 2022 & November 2, 2022
2. Monthly Report/Treasurer
3. Sales Tax Report/Treasurer
4. Approval contract services/Child Support
5. Monthly Report/Collector
6. Disposal of items/Dyson vacuums/Maintenance
7. Appointment Order/Jessica Morgan/Assessor Deputy clerk I \$12.00 per hour
8. Appointment Order/Ashley Turner/Assessor Deputy clerk I \$ 12.00 per hour
9. Appointment Order/Archie Camden/Assessor Field Appraiser II \$14.50 per hour
10. Appointment Order/Lindsey Heberlie/JDC Juvenile Officer I \$16.35 per hour
11. Appointment Order/Kimberly Holmes/Circuit Deputy Clerk I \$12.00 per hour

**AMENDED AGENDA ITEMS**

1. Remove Jessica Morgan's appointment order/she accepted employment elsewhere
2. Create fund for PROP P/Treasurer
3. Over surplus approval/Treasurer

**TABLED ITEM:**

none.

**GENERAL BUSINESS:**

**ANNEXATION  
CITY OF FARMINGTON  
ORDINANCE 1-653**

The County Commission received an ordinance to annex territory to the existing corporate boundaries of the city of Farmington at 867 Hillsboro Road, Farmington. Commissioner Kater made a motion to accept the annexation. Commissioner Buckley seconded the motion. All were in favor and the motion passed.

**HIRE FIVE (5) NEW  
SHERIFF'S DEPUTIES**

Captain Greg Armstrong came before the Commission to request hiring five (5) new deputies for the Sheriff's Department. This is a lengthy process, so Captain Armstrong wishes to begin soon. Commissioner Buckley made the motion to approve the hiring of five new deputies. Commissioner Kater seconded the motion. All were in favor and the motion passed.

**REQUEST TO HIRE  
GENERAL IT TECHNICIAN**

IT Director, Nick Jones, came before the Commission requesting to hire a new employee starting Jan 2, 2023. This position would be a general IT technician with a starting pay between \$15.85-\$17.35 depending on experience. Commissioner Kater made a motion to hire an IT technician. Commissioner Buckley seconded the motion. All were in favor and the motion passed.

**CERF ANNUAL  
CONTRIBUTION**

Commission Kater made a motion to keep the County's current election of 4% of participation for new employees hired on or after February 25, 2002. The 4% will be deducted from the employee's pay. Commissioner Buckley seconded the motion. All were in favor and the motion passed.

**APPROVAL OF BIDS  
JDC ADDITION**

CMAR, Colin Rogers, gave the Commission his recommendations for the JDC addition.

- SITEWORK/REDMOND & SONS/\$12,748.00
- ASPHALT/LEADBELT/\$21,806.00
- MASONRY/EDDINGS/\$47,200.00
- GENERAL TRADES/BROCKMILLER/\$580,000.00
- FLOORING/RFC/\$29,600.00
- PAINTING/MIDWEST/\$24,731.00
- PLUMBING/RAIDER/\$32,000.00

**APPROVAL BIDS CON'T**

- FIRE SPRINKLER/PREMIER/\$21,975.00
- H.V.A.C./ASSOCIATED/\$44,358.00
- ELECTRICAL/MEIER/\$126,600.00

Commissioner Buckley made a motion to accept the recommended bids from CMAR, Colin Rogers and to pay with ARPA funds. Commissioner Kater seconded the motion. All were in favor and the motion passed.

**INVALIDATE 2022 THIRD (3)  
YEAR TAX SALE**

Collector, Pamela Williams, came before the Commission to request invalidating 2022 3<sup>rd</sup> year tax sale tract 695A 08-60-13-01-003-0011.00 due to mapping error totaling \$6,508.47.

- REFUND TAXES/\$3,268.79
- OVER SURPLUS/\$2,500.21
- CITY TAXES/\$157.33
- GENERAL REVENUE/\$582.14
  - TITLE SEARCH \$175
  - MAILING \$25.35
  - INTEREST \$89.04
  - RECORDING \$54.00
  - DAY OF SALE FEE \$.75
  - ADVERTISING \$120
  - CERTIFIED MAIL \$28.00
  - POSTING \$90.00

Commissioner Kater made a motion to invalidate this parcel due to mapping error. Commissioner Buckley seconded the motion. All were in favor and the motion passed.

**CBIZ  
RECOMMENDATIONS**

Commissioner Buckley made a motion to adopt the CBIZ recommendations for the new pay schedule and to replace the MATRIX effective 2<sup>nd</sup> quarter in 2023. Commissioner Kater seconded the motion. All were in favor and the motion passed.

**PURCHASE LIFTGATE  
TRUCK/MAINTENANCE**

Commissioner Buckley made a motion to purchase a liftgate for the F250 for \$4,999.00 for the maintenance department truck from Knapheide Truck Equipment. This includes all labor and materials for installation.

Commissioner Kater seconded the motion. All were in favor and the motion passed.

**CREATE NEW FUND  
PROP P FUND**

Treasurer, Parks Peterson, is recommending creating a fund for the Prop P money and calling it PROP P FUND. Mr. Peterson also reported this first payment of \$28.04 was received. Commissioner Buckley made a motion to accept the new fund name for PROP P. Commissioner Kater seconded the motion. All were in favor and the motion passed.

**OVER SURPLUS  
CLAIM/TAX SALE**

Treasurer, Parks Peterson, came before the Commission to request a payout for a over surplus tax sale claim in the amount of \$2,707.01 from August 23, 2021. The Collector raised some questions about this claim, so the Commission took this matter under advisement until further notice.

**NEXT MEETING:**

The next regular meeting of the county commission will be held on Tuesday, November 29, 2022, at 10:00 a.m.

**CORRESPONDENCE:**

None.

**PUBLIC COMMENTS:**

None.

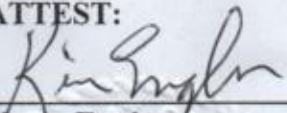
**DEPARTMENT REPORTS:**

County Clerk, Kevin Engler, gave an update from the General Election held on November 8, 2022. Mr. Engler spoke about the turnout and thanked his staff for a job well done.

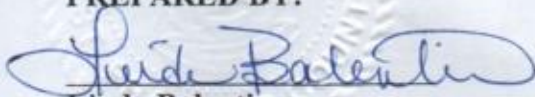
**ADJOURNMENT:**

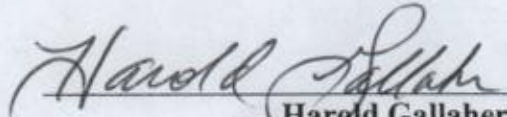
Commissioner Kater made a motion to close the meeting. Commissioner Buckley seconded the motion. All were in favor and the meeting adjourned.

**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