ST. FRANCOIS COUNTY COMMISSION
MINUTES
DECEMBER 2, 2025
TUESDAY
AMENDED

CALL TO ORDER:

The County Commission met in regular session. Those 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 were present, Dan Schunks, Dustin Kopp, Eric Dugal, Misty Hedrick, Nick Jones, Louie Seiberlich, Parks Peterson, Rich Luebcke, Jay Graf, Mike Sumpter, Kolby Buckley, Adam Jones, Scott Miller, and Sheriff Jeff Crites.

Commissioner Buckley made a motion to approve the consent agenda. Commissioner Kater seconded the motion. All were in favor and the motion passed.

CONSENT AGENDA:

1. Approval of Minutes, November 25, 2025
2. Appointment Order/Jessica Menjoulet, Temporary IT Supervisor $22.90 per hr/IT
3. Appointment Order/Emily Skiles, Civilian Detention Officer $20.61 per hr/Sheriff
4. Certificate of Training/Floodplain Management/Harold Gallaher

TABLED AGENDA ITEMS:

GENERAL BUSINESS:

BID OPENING SNOW REMOVAL/LAWN MOWING/JUSTICE CENTER

Bids were opened for the Snow removal/lawn service at the new Justice Center at 2 N. Washington, Farmington. There was only one bid received from Lance's Landscaping & Excavating LLC. This will be taken under advisement.

SOLE SOURCE/10 DAY INTENT CONTRACT ADKINS & SON

County Clerk, Kevin Engler, explained to the Commission the Auditor's office wanted a 10-day intent notice to be advertised in the local newspaper. Adkins is the sole source provider for the new voting equipment. Commissioner Kater made a motion to proceed to use Adkins as a sole source provider in the amount of $117,533. Commissioner Buckley seconded the motion. All were in favor and the motion passed.

SOLE SOURCE/10 DAY INTENT CONTRACT KNOWINK

County Clerk, Kevin Engler, explained to the Commission the Auditor's office wanted a 10-day intent notice to be advertised in the local newspaper. KNOWiNK is the sole source provider for the new voting equipment. Commissioner Kater made a motion to proceed to use KNOWiNK as a sole source provider in the amount of $127,800. Commissioner Buckley seconded the motion. All were in favor and the motion passed.

BID OPENING INMATE FOOD SERVICE SFC JAIL

Bids were opened for the Inmate Food Service at the Jail. There were three (3) bids received. Skillet Kitchens, Summit Correctional Services, and Trinity Services Group. This will be taken under advisement.

PERMISSION TO PURCHASE NEW SHERIFF VEHICLE

Sheriff, Jeff Crites, came before the Commission to get permission to purchase a new vehicle for the Sheriff's Department. This vehicle will replace one that was in an accident and was a total loss. Commissioner Buckley made a motion to allow purchasing a new vehicle for the Sheriff's Department. Commissioner Kater seconded the motion. All were in favor and the motion passed.

REQUEST TO BID UNIFORMS/2026

Commissioner Buckley made a motion to allow Road & bridge, Assessor, Sheriff's Dept. and Maintenance Dept. to bid uniforms for the upcoming 2026 calendar year. Commissioner Kater seconded the motion. All were in favor and the motion passed.

NEXT MEETING: The next regular meeting of the county commission will be held on Tuesday, December 9, 2025, at 10:00 a.m.

CORRESPONDENCE: None.

PUBLIC COMMENTS: None.

DEPARTMENT REPORTS: Sheriff Crites gave an update on the Sheriff's Department.

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