

**ST. FRANCOIS COUNTY COMMISSION
MINUTES**

Tuesday, July 9, 2019

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, was County Clerk, Kevin Engler, Deputy Clerk, Amanda Henderson from the County Clerk's office

Others present include, Louie Seiberlich, Kerry Glore, Gary Matheny, Sheriff Dan Bullock, Sheryl Robinson, Kim Shrum, Clay Copeland, Buck Copeland, Jay Graf, Dan Duncan, Betty Medley, Mark Marberry, Amber Menjoulet, Pam Williams

Commission opened with Pledge of Allegiance and Invocation.

AGENDA:

Posted agenda attached to minutes.
(Document also found in Open Meeting Agenda folder.)

*At Commissioner Gallaher's request, a motion was made by Commissioner Mullins to amend the consent agenda and move the authorization of Laura Helvey to full time morgue assistant to be reviewed under General Business. Commissioner Wilkinson seconded the motion. All were in favor and the motion passed.

CONSENT AGENDA:

A motion was made by Commissioner Mullins to approve the Consent Agenda. All Commissioners voted in favor of the motion.

Agenda Items:

1. Approval of Minutes, July 01, 2019
2. Monthly Report-Treasurer
3. Semi-Annual Report-Treasurer
4. Sales Tax Report-Treasurer
5. Monthly Report-Collector
6. Monthly Report-County Clerk
7. ~~Authorization to move Laura Helvey, morgue assistant to full-time~~

TABLED AGENDA ITEMS: None

GENERAL BUSINESS:

OPERATION SCHOOL SUPPLIES/FARMINGTON

Mrs. Sheryl Robinson addressed the Commission about a wonderful new program started to address the concern of elementary students not being able to afford school supplies at the start of the school year. Operation School Supplies is an acting group of the of the Farmington Education

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Foundation with a mission to supply school-aged children, in grades 1-4, with the school supplies they need at no cost to the parents and families. Donations for Operation School Supplies can be dropped off at any Farmington elementary school. Monetary donations can be mailed to Farmington Education Foundation-Care of: Operation School Supply. For additional information about the project or supplies, please contact: Sheryl Robinson at (573)637-7490 or email operationschoolsupply@gmail.com. All donations are tax deductible and 100% of the amount donated goes to the kids!!

RFP NEW PHONE SYSTEM

IT Director, Dan Duncan addressed the commission about wanting to place on bid a new phone system for the Annex, Courthouse, and Weber Road Facility. He stated that the current phone system was installed in 2015 and due to age, the server is now obsolete causing the phone system to continually shutdown. This is already an approved line item in the 2019 budget. He requests for all bidders to schedule an onsite visit. You can find additional information on <http://sfcgov.org/wp-content/uploads/St.-Francois-County-Courthouse-and-Annex-RFP.pdf>. Upon Mr. Duncan's request Commissioner Wilkinson made a motion to place for bid a new phone system for the Annex, Courthouse, and Weber Rd. Facility. Commissioner Mullins seconded the motion. All were in favor and the motion passed.

AWARD DEPOSITORY BID - ADOPTION OF UPDATED INVESTMENT POLICY

Treasurer, Kerry Glore addressed the commission about the bid approval for the County depository. Bids were opened on July 1, 2019. Two bids were received from US Bank and First State Bank, and one letter to decline to bid from Ozark Federal Savings & Loan. After thorough review Mrs. Glore recommended awarding the depository bid to First State Community Bank. Commissioner Mullins made a motion to award depository bid to First State Community Bank subject to pending definitive written agreements between Bank and County. Commissioner Wilkinson seconded the motion. All were in favor and the motion passed.

Commissioner Gallaher motioned to accept the updated St. Francois County Investment Policy. Commissioner Wilkinson seconded the motion. All were in favor and the motion passed.

AUTHORIZATION TO MOVE LAURA HELVEY, MORGUE ASSISTANT TO FULL-TIME

Due to the number of hours Laura Helvey has been putting in due to her workload the morgue is requesting she be designated as a full-time employee. Commissioner Mullins made a motion to move Laura Helvey to a full-time morgue assistant. Commissioner Wilkinson seconded the motion. All were in favor and the motion passed.

NEXT MEETING:

The next meeting of the county commission will be held on Tuesday, July 16, 2019 at 10:00 a.m.

CORRESPONDENCE:

None.

PUBLIC COMMENTS:

None.

(Please refer to audio records for additional information.)

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DEPARTMENT REPORTS: (Please refer to audio records for additional information.)

Auditor, Louie Seiberlich informed the Commission that the Auditor's office has scheduled a date to securely destroy dated documents and records in accordance with Missouri's Local Government Records Retention Schedules.

Treasurer, Kerry Glore informed the Commission that the Treasurer's office has scheduled a date to securely destroy dated documents and records in accordance with Missouri's Local Government Records Retention Schedules.

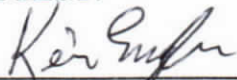
County Clerk, Kevin Engler announced that his office is currently seeking applicants for the position of Deputy Clerk/Human Resource Officer.

*You can find additional information @ <http://sfcgov.org/employment/>

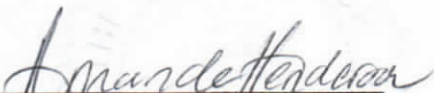
ADJOURNMENT:

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

ATTEST:



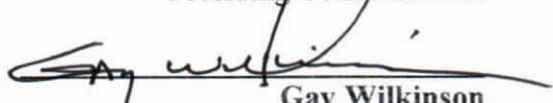
Kevin Engler
County Clerk
St. Francois County, Missouri




Amanda Henderson
Deputy Clerk
St. Francois County, Missouri



Harold Gallaher
Presiding Commissioner



Gay Wilkinson
Commissioner First District



Patrick Mullins
Commissioner Second District