

**ST. FRANCOIS COUNTY COMMISSION
MINUTES
FEBRUARY 14, 2023
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, Kevin Jenkins, Mike Ramsey, Parks Peterson, Nick Jones, Carol Gamble, Vesta Mattingly, Mindy Wooldridge, Kim Schrum, Bridget Smith, Amber Menjoulet, Laura Smith, Bob Turner, Louie Seiberlich, Clay Copeland, David Jirik, Jay Graf, Kristina Bone, John Gross, Eric Dugal, Pam Williams, Ed Harr, & Sheriff Dan Bullock.

Commissioner Buckley made a motion to approve the Consent Agenda. Commissioner Kater seconded the motion. After discussion regarding removal of inventory for Circuit Clerk Commissioner Buckley made a motion to reconsider motion to table the removal of inventory item. Commissioner Kater seconded. All were in favor and the motion passed.

CONSENT AGENDA:

1. Approval of Minutes, February 7, 2023
2. Appointment Order/Michael Maynard/part time Ass't Prosecuting Attorney/\$30,000 annually
3. Appointment Order/Michael Jackson/part time Ass't Prosecuting Attorney/\$30,000 annually
4. Appointment Order/Elisha Irby/Legal Secretary/\$14.50 per hour effective immediately (Title Change)
5. Appointment Order/Autumn Johnston/Legal Secretary/\$13.75 per hour effective immediately (Title Change)
6. Monthly Report/Collector
7. Removal of inventory/calculators/Collector
8. Destruction of old equipment/Sheriff's Dept

TABLED AGENDA ITEMS:

**LEGAL SECRETARY TO
OFFICE MANAGER/P.A.**

Prosecuting Attorney, Blake Dudley, came before the Commission to request changing Ronda Donze from a legal secretary to office manager making \$19.00 per hour. Ms. Donze has restructured the Child Support office and has taken on more responsibilities due to this change. This position is a reimbursable position with the State. The

TABLED ITEMS CON'T

State has not confirmed the change so the County may be responsible for the additional funding. Commissioner Kater made a motion to make the change to move Ms. Donze to Office Manager at \$19.00 per hour. Commissioner Buckley seconded the motion. All were in favor and the motion passed.

GENERAL BUSINESS:

**CHANGE ORDER#5/JAIL
ADDITION ARPA FUNDING**

Commissioner Buckley made a motion to do a change order for the Law Enforcement Center at the jail. The costs associated with vehicle life is \$15,904 and the cost associated with flush valve at maintenance bay is \$4,509 to be paid for out of ARPA funding. Commissioner Kater seconded the motion. All were in favor and the motion passed.

**REPAIR & SECURE ROOF
CHASE DOORS/JAIL**

CMAR, Colin Rogers, submitted a detailed cost proposal for costs to back charge to repair and secure roof chase doors. The total cost is an add of \$3,352.85 and will be paid for out of general revenue. Commissioner Buckley made a motion to approve the cost to repair and secure roof chase doors. Commissioner Kater seconded the motion. All were in favor and the motion passed.

**EMERGENCY LETTER
MIXING VALVES/JAIL**

The Commission issued an emergency letter to approve the expenditures that were made for the replacement of the water temperature mixing valves at the Jail. The water was too hot for showers, cooking, etc. and presented a danger of scalding the detainees and employees. The repairs were made by GWS contractors, Inc. for a total of \$13,500.00 to be paid from general revenue. Commissioner Kater made a motion to approve emergency purchase letter for mixing valves at the Jail. Commissioner Buckley seconded the motion. All were in favor and motion passed.

**REQUEST TO UPGRADE
SOFTWARE/COLLECTOR**

Collector Elect, Angie Usery, was going to discuss the new software for the Collectors office. Ms. Usery was unable to attend the meeting and ask if this item could be tabled.

MINUTES-FEBRUARY 14, 2023
PAGE 3

NEXT MEETING:

The next regular meeting of the county commission will be held on Tuesday, February 21, 2023, at 10:00 a.m.

CORRESPONDENCE:

None.

PUBLIC COMMENTS:

None.

DEPARTMENT REPORTS:

None.

ADJOURNMENT:

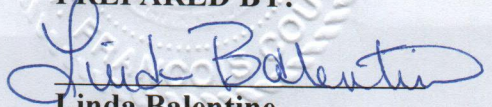
With there being no further business County Commissioner Kater made a motion to adjourn the meeting. Commissioner Buckley seconded the motion. All were in favor and the meeting adjourned.

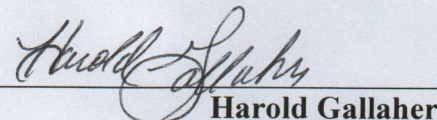
ATTEST:



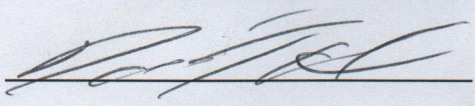
Kevin Engler
County Clerk
St. Francois County, Missouri

PREPARED BY:



Linda Balentine
Deputy Clerk
St. Francois County, Missouri

Harold Gallaher
Presiding Commissioner

Kary Buckley
Commissioner First District

David Kater
Commissioner Second District