

Texas County Commission  
Texas County Administrative Center  
Suite 302  
Houston MO 65483

Minutes

Date: December 5, 2012  
Date & Term of Commission: 11<sup>th</sup> Day of October, 2012 Term

Those Present: Fred W. Stenger, Presiding Commissioner  
John Casey, Associate Commissioner  
Linda L. Garrett, Associate Commissioner  
Donald R. Troutman, County Clerk

A. Approval of Today's Agenda  
Motion: LG Second: JC  
Discussion  
Vote: Yes – Stenger, Casey, Garrett  
Approved

New Business

A. Approval of County Payroll #24 and Accounts Payable #24  
The County Commission reviewed and approved county payroll #24 along with accounts payable #24.  
Motion: JC Second: LG  
Discussion  
Vote: Yes – Stenger, Casey, Garrett  
Approved

1. Accounting Officer Certification – County Payroll #24 - \$83,376.59  
The accounting officer filed his certification of available funds for County Payroll #24 totaling \$83,376.59. The County Commission approved the accounting officer's certification.  
Motion: JC Second: LG  
Discussion  
Vote: Yes – Stenger, Casey, Garrett  
Approved

2. Accounting Officer Certification – Accounts Payable #24 - \$260,117.49  
The accounting officer filed his certification of available funds for Accounts Payable #24 totaling \$260,117.49. The County Commission approved the accounting officer's certification.  
Motion: JC Second: LG  
Discussion  
Vote: Yes – Stenger, Casey, Garrett  
Approved

3. Employees Compensation Time Due Report – 12-05-12  
The County Commission reviewed the employees compensation time due report dated November 21, 2012.

4. Employment Policy – Hiring/Termination  
The County Clerk questioned the County Commission as to the letter to him regarding the change in the county's employment/termination policy. The County Clerk questioned if the County Commission had drafted the county's new employment/termination policy. The County Clerk questioned if the County Commission had received a written response from their legal counsel of his recommendations regarding the county's employment/termination policy.

B. Missouri Department of Revenue

1. Revocation Notice  
a. Shari L. McCallister d/b/a D & L Florist

The County Commission reviewed a revocation notice filed by the Missouri Department of Revenue against Shari L. McCallister d/b/a D & L Florist.

C. County Health Insurance Review

1. Mike Scott – BPJ – 10 a.m. – 12-12-12

The County Commission was reminded of an upcoming meeting with Mike Scott d/b/a BPJ regarding the county health insurance policy.

D. Reports

1. Circuit Judges & Court Reporters Expense Reports  
a. [Judges] July, August, September, October, November

The County Commission reviewed the Circuit Judges expense reports for July, August, September, October and November.

- b. [Reporters] September

The County Commission reviewed the Circuit Court Reporters expense report for September.

2. Recorder of Deeds  
a. Monthly Fee Report – November

The County Commission reviewed the Recorder of Deeds monthly fee report for November.

E. Payables

1. Emergency Management - Richard L. Wood, Director Compensation – 12 Months - \$4,800.00

a-1 The County Commission reviewed and approved to compensate Richard L. Wood a total of \$4,800.00 for services provided for fiscal year 2012 as agreed to.

Motion: FS

Note: Motion died due to a lack of a second.

a-2 The County Commission reviewed and approved to compensate Richard L. Wood a total of \$2,400.00 for services provided.

Motion: JC Second: LG

Discussion

Vote: Yes – Casey, Garrett Abstaining – Stenger

Approved

Note: Mr. Wood will be considered a contract employee.

- b. The County Commission approved a contract to present to Richard L. Wood for his approval

Motion LG Second: JC

Discussion

Vote: Yes – Stenger, Casey, Garrett

Approved

Note: The contract drafted by the county clerk has not received the approval of the county's legal counsels. The County Clerk shall have no liability in drafting same.

- c. Richard L. Wood, Supply Reimbursement - \$130.18

The County Commission reviewed and approved a payable to Richard L. Wood, totaling \$130.18 for emergency management supplies reimbursement.

Motion: JC Second: LG

Discussion

Vote: Yes – Stenger, Casey, Garrett

Approved

- d. Richard L. Wood, Mileage Reimbursement - \$391.38

The County Commission reviewed and approved a payable to Richard L. Wood totaling \$391.38 for services provided the county for fiscal year 2012 relating to emergency management.

Motion: JC Second: LG

Discussion

Vote: Yes – Stenger, Casey, Garrett

Approved

- e. State Surplus, File Cabinets - \$60.00

The County Commission reviewed and approved a payable to Missouri State Surplus Properties totaling \$60.00 for equipment for the LEPC and Emergency Management office.

Motion: Second:

Discussion

Vote: Yes – Stenger, Casey, Garrett

Approved

2. MAC Trust Fund
  - a. 2013 MAC Workers' Comp Renewal - \$21,819.00
    1. See Breakdown by Department

The County Commission reviewed and approved a payable to the MAC Trust Fund totaling \$21,819.00 for the 2013 MAC Workers' Compensation renewal.

Motion: LG Second: JC

Discussion

Vote: Yes – Stenger, Casey, Garrett

Approved

3. Agape House Inc. of Mountain View
  - a. 2012 Total Days of Services - 656 Days

The County Commission reviewed and approved a payable to Agape House Inc. of Mountain View totaling \$4,950.00 for additional services provided Texas County in 2012.

Motion: LG Second: JC

Discussion

Vote: Yes – Stenger, Casey, Garrett

Approved

- b. 2013 ESG Grant – Too Many New HUD Compliances – Decline to Apply

Agape House Inc. of Mountain View advised the County Commission they would not be applying for funding from the 2013 ESG grant program.

F. Assessor's Office

1. Real Property Interface & Conversion
  - a. Tyler Technologies

The County Commission reviewed and approved a proposal from Tyler Technologies for services rendered regarding the assessor's real property interface and conversion process.

Motion: JC Second: LG

Discussion

Vote: Yes – Stenger, Casey, Garrett

Approved

- G. 25<sup>th</sup> Judicial Circuit Court of Missouri
  1. Annual Budget Meeting – Judges, Reports, Juvenile Division

- a. December 7, 2012 – 10 am

The County Commission was notified of the day, time and location of the annual budget meeting for the 25<sup>th</sup> judicial court system and its departments.

2. Court en Banc Meeting
  - b. December 7, 2012 – 2 pm

The County Commission was notified of the quarterly Court en Banc meeting.

H. Missouri Department of Conservation

1. Annual County Briefing Report

The County Commission reviewed the annual county briefing report for the Missouri Department of Conservation.

2. Forest Crop Payment In Lieu of Taxes – \$2,303.83 [Budgeted \$2,000.00]

The County Commission was advised the annual forest crop payment in lieu of taxes from the Missouri Department of Conservation has been received totaling \$2,303.83.

#### Walk Ins

A. Commission Order – Tax Books adjustments

The County Commission reviewed and approved a request from the county assessor to make adjustments to the current tax books.

Motion: LG Second: JC

Discussion

Vote: Yes – Stenger, Casey, Garrett

Approved

B. County Collector-Treasurer – Request Use of Roving Employee

The Collector-Treasurer requested the County Commission to allow the roving employee to work in her office the next two to three months. The County Commission approved said request.

Motion LG Second: JC

Discussion

Vote: Yes – Stenger, Casey, Garrett

Approved

C. Glenn Reynolds, d/b/a Ricoh USA, INC. met with the County Commission to review the current copy machines used at the county facilities. The following upgrades will be made:

<u>Office</u>	<u>Current</u>	<u>New</u>
Assessor	Canon-1	Upgrade to New Ricoh
Collector-Treasurer	Brother	Upgrade to New Ricoh
Recorder	New Ricoh	Upgrade Current Ricoh
	Canon-6	Not Working - Poor
Commission	New Ricoh	Upgrade Current Ricoh
Clerk	New Ricoh	Upgrade Current Ricoh
Prosecutor	Canon-2	Upgrade to New Ricoh
Sheriff	Canon-3	Upgrade to New Ricoh
Jail	Ricoh	Upgrade Current Ricoh
Circuit Clerk	Canon-4	Upgrade to New Ricoh
	Canon-5	Upgrade to New Ricoh
	Canon-7	Not Working

The County approved to secure six new Ricoh copiers for the county offices. These machines will be purchased under the US Communities Program for a period of five years at a rate of \$191.16 per device per month. The cost per click rate will be .0061 per copy for the period of the contract. The new contract will expire December 2017.

The four current Ricoh copiers under contract will be upgraded if needed and/or requested. The cost of these units is \$342.00 per device per month. The cost per click rate will be \$.0130 per copy for the period of the contract. Contract expires November 2014.

The current Canon copiers will not have a service agreement. A determination will be made at a later date regarding the disposition of these copiers.

The County Commission approved the aforesaid along with a new master lease agreement for the six new copiers.

Motion: JC Second: LG

Discussion

Vote: Yes – Stenger, Casey, Garrett

Approved

D. Planning Commission Appointment

1. Piney Township

The County Commission approved to appoint Dr. I. C. Keeney as a member of the Texas County Planning Commission representing Piney Township.

Motion: JC Second: FS

Discussion

Vote: Yes – Stenger, Casey, Garrett

Approved

2. Current Township

The County Commission approved to appoint Kevin Keller as a member of the Texas County Planning Commission representing Current Township.

Motion: LG Second: JC

Discussion

Vote: Yes – Stenger, Casey, Garrett

Approved

E. Texas County Inventory Reports

The County Commission reviewed and approved of additions, deletions and adjustments to the Texas County Inventory Report.

Motion: LG Second: JC

Discussion

Vote: Yes – Stenger, Casey, Garrett

Approved

F. Current Township - Resignations

1. Dennis Michel, Resignation – Treasurer-Trustee – Effective January 1, 2013

The County Commission approved the resignation of Dennis Michel as Current Township Treasurer-Trustee effective January 1, 2013.

Motion: LG Second: JC

Discussion

Vote: Yes – Stenger, Casey, Garrett

Approved

2. Debra Michel, Resignation – Clerk – Effective January 1, 2013

The County Commission approved the resignation of Debra Michel as Current Township Treasurer-Trustee effective January 1, 2013.

Motion: LG Second: JC

Discussion

Vote: Yes – Stenger, Casey, Garrett

Approved

Current Township – Appointments

1. Kaven Keller – Treasurer-Trustee

The County Commission approved the appointment of Kaven Keller as Current Township Treasurer-Trustee effective January 1, 2013.

Motion: LG Second: JC

Discussion

Vote: Yes – Stenger, Casey, Garrett

Approved

2. Keith Keller – Clerk

The County Commission approved the appointment of Keith Keller as Current Township Clerk effective January 1, 2013.

Motion: LG Second: JC

Discussion

Vote: Yes – Stenger, Casey, Garrett

Approved

Miscellaneous Items

A. SCSWMD – Drop-Off Project – Raymondville – December 10-14

The areas solid waste district will have a drop-off project in Raymondville, December 10-14.

B. Personnel Matters

1. Health Insurance Termination Notice – Glenda Campbell

Necessary paperwork completed.

C. Texas County GIS Project

1. VillaGIS

It was stated VillaGIS would like to demonstrate their GIS system.

2. Scott Krieger d/b/a Mapping Solutions

Scott Krieger d/b/a Mapping Solutions offered his services and material for the county's GIS system.

3. GRA Great River Associates – Proposal

A proposal from GRA – Great River Associates was tabled again. [GIS Project]

4. Title III Project – Expansion of Project

A proposal from GRA – Great River Associates was tabled again. [Title III Project]

D. Texas County Law Enforcement Restitution Fund

1. Minutes – Distribution

Chairperson Scheets advised Commissioner Casey he will try to obtain a copy of the minutes of the last meeting of the Texas County Law Enforcement Restitution Board.

J. Payables – LEPC Committee

1. Jerry Logsdon - \$53.60 Mileage Reimbursement

2. Jerry Logsdon - \$53.60 Mileage Reimbursement

3. Wal-Mart - \$260.00 Phone Cards

The County Commission tabled the aforesaid payables from the LEPC Committee. Additional information is needed before payments are made. Invoices picked up by Frank Gayer 12-05-2012 at 5:23 p.m.

K. Polk County – Board of Prisoners

The County Commission sent the Prosecuting Attorney a letter requesting him to see if he could recover from Polk County a Board of Prisoners billing totaling \$135.00.

Closed Session

A closed session was not held during this meeting of the County Commission.

Adjournment

The County Commission adjourned.

***Submitted By: Donald R. Troutman, Texas County Clerk***

Acknowledgement

The County Commission has reviewed the aforesaid agenda/minutes of the Texas County Commission.

No formal approval given.

Next Meeting Date

December 12, 2012