

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

Minutes

Date: December 12, 2012  
Date & Term of Commission: 12<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: JC Second: LG  
Discussion  
Vote: Yes – Stenger, Casey, Garrett  
Approved

New Business

A. Accident Report  
1. Administrative Center – Basement Level Step-down  
a. Weldon Laws, P O Box 722, Cabool, 65689 – 12/06/2012 – 11:05 a.m.

The Collector-Treasurer reported Weldon Laws fell on the step-down at the basement level of the Administrative Center December 6, 2012. He stated he was ok and refused further treatment.

B. Commission Order  
1. Delinquent Tax Fund – Wire Service – \$233.00  
a. CRF - \$116.50 & DTF - \$116.50

The County Commission approved to amend the 2012 Budget.

Motion: JC Second: LG  
Discussion  
Vote: Yes – Stenger, Casey, Garrett  
Approved

CERTIFIED COPY OF ORDER

2012 – 23  
State of Missouri }

County of Texas } ss.  
12th day of the October Term, 2012

In the County Commission of said County, on the 12<sup>th</sup> day December, 2012, the following, among other proceedings, were had:

Be it remembered, that the Texas County clerk/budget officer recommends to the county commission and the county commission unanimously approved that the following changes and additions be made to the 2012 Texas County Budget. Reason for amending the budget is that an additional amount of revenue was received in the form of a fee from the state for collection of delinquent taxes by the prosecuting attorney.

Be it remembered, that on the aforesaid date the county commission orders the 2012 Texas County Budget to be amended as follows:

**#38 Prosecuting Attorney Delinquent Tax Fund**

<b>Revenue</b>		<b>Amount</b>
#38-4-3090	Fees Collected – Section 136.150	\$116.50
<b>Expense</b>		<b>Amount</b>
#38-5-18-2530	Miscellaneous Expense	\$116.50

C. Reports

1. Sheriff

- a. Jail Menus Report – November

The County Commission reviewed the November Jail Menus Report.

- b. Commissary & Phone Card Sales Report – November

The County Commission reviewed the November Commissary & Phone Card Sales Reports.

- c. Fee Report – November

The County Commission reviewed the Sheriff's Fee Report for November.

- d. Monthly Travel Report – November

The County Commission reviewed the monthly travel reports for November.

- e. Monthly Board of Prisoners Report for November

The County Commission reviewed the monthly board of prisoners report for November.

1. Phelps County – Board Policy – See Letter

The County Commission reviewed a letter from the Phelps County Sheriff's Department regarding their policy for reimbursing counties that board their prisoners. A copy was taken by Officer Travis Davis to Pam Tripp, Jailer for review.

2. County Clerk

- a. Current Year - Tax Account Book

The County Commission reviewed the County Clerk's Current Tax Account Book with the Collector.

- b. Back Years – Tax Account Book

The County Commission reviewed the County Clerk's Delinquent Tax Account Book with the Collector.

3. Minutes

- a. Texas County Law Enforcement Restitution Fund

1. Board Meeting Minutes – 11-13-2012

The County Commission reviewed the minutes of the Texas County Law Enforcement Restitution Fund Board dated 11-13-2012.

4. Juvenile Division – Judicial Court

- a. October, November Reports & Revised November Report

The County Commission reviewed the October, November and November revised report of the Juvenile Division of the Judicial Court.

5. Collector-Treasurer

- a. Tax Collection Report for November

The County Commission reviewed the Collector-Treasurer's November tax collection report.

D. Payables

1. Jack's Municipal Sales - \$228.07 – Road Signs

The County Commission reviewed and approved a payable to Jack's Municipal Sales totaling \$228.07 for replacement road signs.

Motion JC Second: LG

Discussion

Vote: Yes – Stenger, Casey, Garrett

Approved

2. Texas County Memorial Hospital – \$777.12

- a. Thomas C. Watts - \$388.55

The County Commission reviewed and approved a payable to TCMH totaling \$388.55 for services provided a county employee for a minor injury received while working in the county jail.

Motion: JC Second: LG

Discussion

Vote: Yes – Stenger, Casey, Garrett

Approved

3. The Lowenbaum Partnership LLC - \$368.00 – Legal Services

The County Commission reviewed and approved a payable to The Lowenbaum Partnership LLC - \$368.00 – Legal Services

Motion: LG Second: JC

Discussion

Vote: Yes – Stenger, Casey, Garrett

Approved

- E. Missouri Department of Revenue
  - 1. County Sales Tax Collection – November
    - County Revenue Fund \$80,796.95
    - Maintenance Tax Fund \$80,798.85
    - Capital Improvement Fund \$80,797.49

The County Commission reviewed the monthly sales tax collections for November as follows:

- Texas County General Revenue Fund \$80,796.95
- Texas County Maintenance Fund \$80,798.85
- Texas County Capital Improvement Fund \$80,797.49

- 2. Revocation Notice
  - a. Shelley Mitchell d/b/a Mitchell Ridge Kennel, 15399 Berry Rd, Cabool, Mo

F. Commission Order – Stop Payment

- 1. Mary Lee Kilgore – 126346 - \$85.00 – 11-21-12 – Election Judge

The County Commission reviewed and approved a Commission Order stopping payment on check number 126346 payable to Mary Lee Kilgore for \$85.00 issued 11-21-12 for services render as an election judge.

Motion: JC Second: LG

Discussion

Vote: Yes – Stenger, Casey, Garrett

Approved

CERTIFIED COPY OF ORDER

2012 – 24

State of Missouri }  
 } ss.

County of Texas }

12<sup>th</sup> Day of October Term, 2012

In the county commission of said county, on the 12<sup>th</sup> day of December 2012, the following, among other proceedings were had:

Be it remembered on the aforesaid date the county commission orders, Landmark Bank, Houston, Missouri, to issue a stop payment for \$85.00 on check number #126346 [Mary Lee Kilgore], and to issue a cashier check made payable to Mary Lee Kilgore.. Reason for Stop Payment – Lost/Destroyed Check.

G. SAM [Formerly CCR]

- 1. Registration Pending Expiration

The County Commission reviewed paperwork regarding registration for the SAM [formerly CCR] reporting agencies.

Walk-Ins

A. Assessor

- 1. Commission Order – Tax Books Adjustments

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

Motion: LG Second: JC

Discussion

Vote: Yes – Stenger, Casey, Garrett

Approved

- 2. Tyler Technologies

- a. Discontinuance of Maintenance [Bar Code]

The County Commission approved a discontinuance of maintenance for the assessor office as suggested by the county assessor.

Motion: LG Second: JC

Discussion

Vote: Yes – Stenger, Casey, Garrett

Approved

B. Prosecuting Attorney

1. IVD County Reimbursement – Agreement Extension

The County Commission reviewed and approved an agreement amendment with the Missouri Department of Social Services IVD Child Support Program.

Motion: LG Second: JC

Discussion

Vote: Yes – Stenger, Casey, Garrett

Approved

2. Monthly Fee Report

The County Commission reviewed the Prosecuting Attorney's Bad Check Fee Report for November.

C. Payable

1. BPJ - \$2,654.00 – Additional Insurance Coverage

The County Commission reviewed and approved a payable to BPJ totaling \$2,654.00 for additional insurance coverage.

Motion: JC Second: LG

Discussion:

Vote: Yes – Stenger, Casey, Garrett

Approved

Miscellaneous Items

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

1. Downstairs – Surplus Computers

The County Clerk question if any of the computers being stored in the basement could be taken to the SCSWMD drop-off project.

B. Texas County GIS Project

1. GRA Great River Associates – Proposal

2. Title III Project – Expansion of Project

General discussion was had regarding the Title III Project and the GIS Project.

C. Emergency Management

1. General Discussion

General discussion was had regarding the future of the county's emergency management program.

D. National Park Service – Ozark National Scenic Riverways

1. Consultation on draft Exotic Plant Management Plan and Environmental Assessment

The County Commission reviewed a letter from the National Park Service regarding the consultation on draft of Exotic Plant Management Plan and Environmental Assessment.

E. Personnel Issues

1. Close-Out Paperwork

a. Glenda Campbell

b. Phillip Viscioni

The County Clerk questioned the County Commission on the best way to close-out necessary paperwork on former employees Glenda Campbell and Phillip Viscioni as they have refused to respond to requests made from the clerk's office.

F. Mark Twain National Forest – Road Easement

1. Tower Drive – Need Copy

Commissioner Garrett contacted the Mark Twain National Forest regarding a road easement for Tower Drive, in Boone Township.

H. Lag week 12-24-2012 to 12-31-2012?

2. Terminated Employees

General Discussion was had regarding terminated employees and wages due for pay period December 24, 2012, to December 31, 2012.

I. Administrative Center – Closing

The County Commission agreed that December 19, 2012, 11:30 a.m. until 1:00 p.m. the Administrative Center will be closed for the employees Christmas Dinner.

