

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

Minutes

Date: January 2, 2013  
Date & Term of Commission 1<sup>st</sup> Day of January, 2013 Term

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

New Business

A. Budget Officer – Proposed Use Hearing

1. 2013 Texas County Budget

The County Clerk/Budget Officer and County Commission held the required proposed use hearing for the 2013 Texas County Budget. In attendance was Mike Anderson, Prosecuting Attorney.

2. Begin Work on 2013 Budget

The County Commission began work on the 2013 county budget.

3. County Road & Bridge Distribution Report

The County Commission approved the 2013 County Road & Bridge Distribution Report

Motion: JC Second: LG

Discussion

Vote: Yes – Stenger, Casey, Garrett

Approved

B. 2013 Holidays

1. County Holidays

The County Commission approved the 2013 County Holidays.

Motion: LG Second: JC

Discussion

Vote: Yes – Stenger, Casey, Garrett

Approved

C. South Central Solid Waste Management District

1. Council Members – Reappointment

a. Executive Board Member – Linda L. Garrett

b. Regular Board Member – John Casey

The County Commission approved for Linda L. Garrett to serve as an executive board member and John Casey to serve as the full council board member for the South Central Solid Waste Management District.

Motion: LG Second: JC

Discussion

Vote: Yes – Stenger, Casey, Garrett

Approved

D. Public Administrator

1. Transfer of Equipment & Supplies

a. Theresa Campbell, Out Going Administrator

The County Commission reviewed a statement from Theresa Campbell, Public Administrator, stating she was returning equipment and supplies along with \$455.00 in postage belonging to the county.

b. Connie Thompson, In Coming Administrator

The County Commission acknowledged the transfer of equipment and supplies for the office of Texas County Public Administrator. The new Public Administrator will be submitting a detailed list of all equipment and supplies along with any other items belonging to the county and/or property belonging to appointments.

- E. Citizen Request – Waive Penalties Request  
1. Julia Bearden, Elk Creek, Missouri

The County Commission reviewed a letter from Julia Bearden requesting penalties be waived on her county taxes. The County Commission approved to decline the waiver request. A letter will be sent to the taxpayer.

Motion: LG Second: JC

Discussion

Vote: Yes – Stenger, Casey, Garrett

Approved

- F. Reports – Reimbursements

1. Prosecutor  
a. IVD Child Support Reimbursements [October, November]

The County Commission reviewed reimbursement requests for the October and November IVD child support program. It was noted a signed contract for the IVD child support program had been received from the prosecutor.

2. County Clerk  
a. Assessment Fund Reimbursement Request – \$8,083.16

The County Commission reviewed and approved the assessment fund reimbursement for state reimbursement which will be \$8,083.16

Motion: LG Second: JC

Discussion

Vote: Yes – Stenger, Casey, Garrett

Approved

- b. Wri-Tex 911 Emergency Phone System – Revenue/Expense Report – December  
c. County Clerk/County Treasurer – Pooled Cash Report – December  
d. Justice Center/County Jail – Revenue/Expense Report – December  
e. Year-to-date revenue and expense report for all funds

The County Commission reviewed the assessment fund reimbursement request, Wri-Tex 911 Emergency Phone System monthly revenue/expense report, pooled cash report, Justice Center/County Jail revenue/expense report and the year-to-date revenue and expense report for all departments and funds.

3. Sheriff/Jail  
a. Food Inventory Report – 12-27-2012

The County Commission reviewed a food inventory report for the county jail dated December 27, 2012.

4. Recorder of Deeds

The County Commission reviewed the Recorder of Deed's monthly fee report for December, 2012.

5. Master Key Holder & Card Administrator  
a. Appointment of Administrator & Assistant Administrator

The County Commission approved James L. Sigman, Sheriff, as the administrator and Lee Smith, as the assistant administrator for the Justice Center's master key holder and swipe card administrator.

Motion LG Second: JC

Discussion

Vote: Stenger, Casey, Garrett

Approved

- G. Payables

1. Liberty Technical Solutions, LLC - \$646.25- Netsupport services

The County Commission reviewed and approved of a payable to Liberty Technical Solutions, LLC totaling \$646.25 for the annual Netsupport services and labor.

Motion: Second:

Discussion

Vote: Yes – Stenger, Casey, Garrett

Approved

2. Special Prosecutor's Fees - \$4,050.00 – State vs. Adam Bridges

The County Commission reviewed a payable for a special prosecutor's fee totaling \$4,050.00 on the Adam Bridges case. Tabled

3. Missouri Association of Counties

The County Commission reviewed and approved of a payable to Missouri Association of Counties totaling \$1,200.00 for annual legal services fees.

Motion: JC Second: LG

Discussion

Vote: Yes – Stenger, Casey, Garrett

Approved

4. Jack’s Municipal Sales & Service – \$318.24 – Road Signs & Brackets

The County Commission reviewed and approved of a payable to Jack’s Municipal Sales & Service totaling \$318.24 for road signs and supplies.

Motion: JC Second: LG

Discussion

Vote: Yes – Stenger, Casey, Garrett

Approved

H. City of Summersville Request

1. Dispatching for Police Department & [MULES]

The County Commission approved to propose to the City of Summersville an in-governmental contract for the following services \$200.00 per month for law enforcement dispatching and \$100.00 per month for MULES. The amounts were determined on a per capita basis compared to other communities in the county.

Motion: JC Second: LG

Discussion

Vote: Yes – Stenger, Casey, Garrett

Approved

I. Commission Order – Tax Books Adjustments

1. Assessor’s Request

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

J. Appeals Panel

The County Commission appointed the following county employees to serve on the Texas County Personnel Panel for fiscal 2013 – Linda L. Garrett, Debbie James and Lee Smith.

Motion: FS Second: JC

Discussion

Vote: Yes – Stenger, Casey Abstain: Garrett

Approved

K. Petition to Close Public Roadway

1. Noel Drive

The County Commission received a petition to close Noel Drive in Morris Township.

Employee Matters

A. Sheriff's Department – Carl Watson, Sheriff

1. "Termination Notice"

<i>Employee Name</i>	<i>Job Title</i>	<i>Termination Date</i>
Parks, Adam	Jailer	12-17-2012

*County Commission Acknowledged*

2. "At Will Status No Longer Needed"

<i>Employee Name</i>	<i>Job Title</i>	<i>Date</i>
Melissa Dunn	Lieutenant – Road Deputy	12-31-12

*County Commission Acknowledged*

Tim Davis	Process Server	12-31-12
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*County Commission Acknowledged*

"2012 Compensation Due & 2013 Vacation Time Due"

<i>Employee Name</i>	<i>Job Title</i>	<i>Vacation Time</i>	<i>Compensation Due</i>	<i>Regular Compensation</i>
Dean McCall	Jailer	56 Hours	1	0
Melissa Dunn	Lieutenant	120 Hours	0	35
Tim Davis	Process Server	80 Hours	0	32
Jamie Woodmansee	Cook	80 Hours	15	33
Becky Viscioni	Bailiff	80 Hours	19	32

The County Commission denied a request to compensate employees Dean McCall, Jailer; Melissa Dunn, Lieutenant; Tim Davis, Process Server; Jamie Woodmansee, Cook; and Becky Viscioni, Bailiff for any vacation time for fiscal year 2013.

The County Commission approved compensation due as follows: Jamie Woodmansee, Cook – 15 hours and Becky Viscioni Bailiff – 19 hours.

The County Commission approved regular compensation due as follows: Melissa Dunn, Lieutenant – 35 hours; Tim Davis, Process Server – 32 hours; Jamie Woodmansee, Cook – 33 hours and Becky Viscioni, Bailiff – 32 hours.

Motion: LG Second: JC

Discussion

Vote: Yes – Stenger, Casey, Garrett

Approved

3. "Job Status"

<i>Employee Name</i>	<i>Job Title</i>
Glenn Willson	Neighborhood Watch
Loyd Mitchell	Bailiff

Sheriff James L. Sigman will contact employees Glenn Willson and Loyd Mitchell regarding their 2013 employment status and report back to the County Commission his findings.

*County Commission Acknowledged*

B. Sheriff's Department – James L. Sigman, Sheriff

1. "At Will Status No Longer Needed"

<i>Employee Name</i>	<i>Job Title</i>	<i>Dated</i>
Becky Viscioni	Bailiff	12-31-12
Jamie Woodmansee	Cook	12-31-12
Tracy Arbogast	Jailer	12-31-12
Dean McCall	Jailer	12-31-12
Alek Rowinski	Road Deputy	12-31-12

*County Commission Acknowledged*

2. Employment

<i>Employee Name</i>	<i>Job Title</i>	<i>Dated</i>	<i>Hours</i>
Wes Campbell	Road Deputy	01-01-13	2080 Hours
Clinton R. Jones	Road Deputy	01-01-13	2080 Hours
Kenneth Reynolds	Road Deputy	01-01-13	2080 Hours

*County Commission Acknowledged*

Walk-Ins

- L. 2012 Texas County Plat Books
  - 1. Re-Order

The County Commission approved to order an additional 100, 2012 Texas County Plat Books.

Motion: LG Second: JC

Discussion

Vote: Yes – Stenger, Casey, Garrett

Approved

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  
51.120 RSMo***

Acknowledgement

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

\_\_\_\_\_  
Presiding Commissioner Date

\_\_\_\_\_  
Associate Commissioner Date

\_\_\_\_\_  
Associate Commissioner Date

Miscellaneous

- A. Wage & Hour Required Posting Requirements

Updated posters needed

- B. Sheriff’s Department Radio System Upgrades

Mark Crowe – Update E-mail

Radio Station Authorization

Susan Bunch – Update – 12-26-2012 to 11-30-2014

- C. Circuit Court Election – Presiding Judge Elect

Honorable Greg Warren

- D. Use Tax Issue - Municipal Election Issue

News Article – Springfield Daily

The County Commission reviewed a recent news article regarding the use tax issue.

Up Coming Events & Meetings

- MAC Board Meeting  
January 16, 2013, 9:30 a.m. – 01-16-2– Capital Plaza Hotel, Jefferson City
- Commissioners Training Meeting  
February 6-8, 2013 – Capital Plaza Hotel, Jefferson City