

THE OCTOBER TERM HELD ON THE 4<sup>TH</sup> DAY OF NOVEMBER 2013

The County Commission convened at 9:05 a.m., pursuant to adjournment on October 29, 2013. Present: Dan Colbert-Presiding Commissioner, Eugene Galloway- Associate Commissioner District 1, Matt Bass-Associate Commissioner District 2, Crystal Hall—County Clerk, the following proceedings were held:

Invocation given by Commissioner Bass

**Highway Department:** Bruce Wallace and Don Lilley

- General maintenance issues were discussed.
- Discussed MSHA safety training classes which are available in February.
- Improvements continue on S. Chantilly Road. Lilley states there is a sink hole on both sides of the road at the big hill. The road itself appears to be in good condition, but the ditch on both sides is sinking.
- Road striping is completed for the year.
- Discussed potential storage space for salt.
- Prices for salt through the MODOT contract with Cargill is \$59.22 per ton.

**Maintenance Crew:** Sam Clary, Allan Watkins, and Randy Siebert

- General maintenance issues were discussed.
- Centurylink has changed the router in the basement of the courthouse and fixed the internet problems.
- Sam Clary has implemented a sign out sheet for tools in the basement. The maintenance room and tools will remain locked at all times.
- Randy Siebert and Sheriff Cottle will be meeting with Cooper Lighting on Wednesday to conduct a lighting evaluation.
- Allan Watkins and Sheriff Cottle will be meeting with representatives of Jet Stream to replace flush valves in the jail with potential savings on water and electric.
- Discussed the need to have maintenance staff available during the hours the buildings are open. The Commission will table start time discussions until the maintenance staff meets with the Commission in two weeks.

**Deanna Dickmeyer, Auditor**

- Dickmeyer presented the Commission a partial inventory list along with a check list of departments and status. Dickmeyer states she has totally completed and tagged 5 of 23 departments. Items under \$100.00 are not tagged on the inventory list. Dickmeyer reports she is using an app for tablets and smart phones for tagging inventory items. She is looking into fixed asset software for future purchase as well as storing pdf files for warranty information and titles. When the Commission asked Dickmeyer what a realistic goal for finishing inventory no answer was given. Physical inventory has not been started at road and bridge. Dickmeyer has questions regarding items at the Justice Center purchased through the law library, the Commission will speak to Judge Beck to determine the items purchased through the law library. The Commission asked Dickmeyer to meet again on December 23, 2013 to give an update on the progress of the inventory.
- Dickmeyer asked about the progress of the draft surplus property policy she previously presented to the Commission. The Commission will review the draft and anticipates having a policy in place by the end of the year.
- Discussed budget hearings for the 2013 and 2014 budgets. Crystal Hall, Budget Officer has November 26, 2013 scheduled for the public hearing for the 2013 budget. Dickmeyer will make the adjustments in the incode system once presented by Hall. The Public Hearing for the 2014 budget will be held on December 10, 2013. Dickmeyer has began entering projected revenues in the incode system for the 2014 budget.
- Dickmeyer has completed her audit of the Elsberry Special Road District for years 2010, 2011, and 2012. Dickmeyer has emailed her findings to the Elsberry Special Road District and given copies to the Commission as well as the State Auditor's Office.
- Dickmeyer anticipates closing out 2013 books in January and will then begin working on the SEFA Report and financial statements.
- The Commissioners asked Dickmeyer to amend the Auditors reports and submit new reports removing the language regarding affidavits not accompanying reports. Dickmeyer references RSMo 55.270 on her reports and indicates that offices are not compliant in reporting. Dickmeyer was notified by the Commission in August that this

was her opinion and conflicted with the statutes. Dickmeyer states she will request a legal opinion from the State Auditor's Office.

**New Business**

- Commissioner Galloway made a motion to adopt ordinance 2013-11-04 allowing the County to become a member of the Missouri Securities Investment Program (MOSIP) for the purpose of investing County Funds. Kristen Burkemper, Treasurer has the authority to invest funds on behalf of the County. Commissioner Bass second. The ayes carried the motion.
- The Commission read a petition requesting a 20mph speed limit on Russell Road. The Commission will visit the road and discuss the petition at a later date.
- Commissioner Bass made a motion to accept the proposal from Great River Associates, Inc. for \$5,785.00 for engineering services for the Kuntz Road Bridge. Commissioner Galloway second. The ayes carried the motion.

**Mike Wood, Assistant Prosecuting Attorney**

- Commissioner Galloway made a motion to go into closed session to discuss legal matters. Commissioner Bass second. A roll call vote was taken, all ayes to enter closed session. Motion carried.
- Commissioner Bass made a motion to leave closed session. Commissioner Galloway second. A roll call vote was taken, all ayes to leave closed session. Motion carried.

There being no other business before the County Commission at this time, the meeting thereupon was adjourned until Tuesday, November 5, 2013 at 9:00 a.m.

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Crystal M. Hall  
County Clerk

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Daniel H. Colbert  
Presiding Commissioner

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EuGene Galloway  
Associate Commissioner District I

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Matt Bass  
Associate Commissioner District II