

Ste. Genevieve County Commission Minutes

MONDAY, NOVEMBER 8, 2021

11TH Day of the October Term. The Commission Met Pursuant to Adjournment. Present were Presiding Commissioner Garry Nelson, Associate Commissioners Karen Stuppy and Randy Ruzicka along with Deputy County Clerk, Michele Gatzemeyer.

THE MEETING WAS CALLED TO ORDER BY PRESIDING COMMISSIONER NELSON AT 8:00 A.M.

THE MINUTES OF PREVIOUS MEETING THAT WAS HELD ON THURSDAY, NOVEMBER 4, 2021 WERE READ. A MOTION WAS MADE BY COMMISSIONER RUZICKA TO APPROVE SAID MINUTES AS PRESENTED. COMMISSIONER STUPPY SECONDED THE MOTION. ALL IN FAVOR. MOTION PASSED.

Mr. Felix Meyer, Emergency Management Director, advised the Commission that he would be attending the 'MARC' – Multi-Agency Resource Center – Meeting that is being held in St. Mary this afternoon. This relates to 'assistance' being made available to victims of most recent tornado.

Ms. Estrella Carmona appeared before the Commission to provide updated report for today's Commission Meeting. Ms. Carmona noted that there will be an Extension Council Meeting held this Wednesday Evening. As additional information becomes available; said detail will be provided.

Mr. Scott Schmieder, R&B Foreman, appeared before the Commission to provide report for today's meeting. Following were the items reported:

- *Mr. Schmieder provided detail for '2005 International Truck' that was destroyed to meet the applicable requirements of DERA Grant.

- *Mr. Schmieder noted that 'Rubber Snow Blades' will be accommodated to meet snowplows.

- *Mr. Schmieder noted that it will be necessary to obtain supply of 11 ft. 'Steel Blades' for 'stock'. Mr. Schmieder estimates that the R&B Department would need approximately 8-10 'Steel Blades' @ a cost of \$242.42 per 'Blade'. Commission to review details surrounding this request.

- *Mr. Schmieder awaiting update on 'Grader'.

- *Mr. Schmieder noted that R&B Service Truck in need of possible repairs; may have to be 'Hard Wired'. As additional information becomes available; said detail will be provided.

- *The 'R&B Department' is continuing 'mowing'.

- *Mr. Schmieder noted that repairs being made to Brickeys Road with asphalt being provided by Magruder Contracting as was previously reported in previous meeting.

- *Updated 'status report' surrounding Kocher Road Box Culvert provided. Coordination with Citizens Electric being completed by Mr. Schmieder today. R&B Department to have R&B Employees stationed at pivotal points on 'Roads' leading to project for smooth process due to

heavy equipment/trucks that need to be coordinated for said project. Placement will be at (5) distinct 'intersections' for traffic ease/safety.

Mr. Josh Baugh, Salesperson with TAG Truck Centers, appeared before the Commission to provide 'Bill of Sale' along with 'Truck Delivery Receipt' for a '2022 Western Star Truck along with Viking- Cives 'Bed'. Application for DERA Grant was submitted for said 'unit'. The "Total Cost" of said unit is \$183,102.00. Unit was already budgeted for. Payment to TAG Truck Centers issued today and dispensed to Mr. Baugh. (Copy of referenced paperwork attached to Commission Record Supplement for this Date.)

Sheriff Stolzer appeared before the Commission to present Purchase Requisition No. 21-0036 Dated 11/3/2021 for 'Metal Bunks/Drawers' through vendor, Bob Barker, for a "Total Cost" of \$12,024.48 with Commissioner Ruzicka signing for the same. (Copy of referenced Purchase Requisition attached to Commission Record Supplement for this Date.)

Ste. Genevieve County Health Department provided report for today's Commission Meeting. Following were the details reported:

- **0" New 'Suspect' Cases with a 'Current Total' of (12) Suspect Cases.
- **0" New Probable COVID-19 Cases for Ste. Genevieve County as of this Date.
- **2" New Confirmed COVID-19 Cases for Ste. Genevieve County as of this Date.
- **7" Total 'Active' COVID-19 Cases for Ste. Genevieve County currently.
- **2,373" Total Confirmed COVID-19 Cases for Ste. Genevieve County currently.
- **354" Total Probable COVID-19 Cases for Ste. Genevieve County (To Date).
- **32" Total Confirmed COVID-19 Deaths (To Date) – Ste. Genevieve County.
- **3" Probable COVID-19 Deaths (To Date) – Ste. Genevieve County.
- **Initiated" Vaccination Rate for Ste. Genevieve County – 54.0% (Ages 12 & Over).
- **Completed" Vaccination Rate for Ste. Genevieve County – 50.1% (Ages 12 & Over).

Accounts Payable for Date 11/8/2021 for a "Total" of \$683,119.85 were reviewed and approved for payment by the Commission.

The Commission met with several members of the Ste. Genevieve Community Center Board who sit on the "Personnel Committee" (Commissioner Nelson asked if all lines of communication are sent to all Board Members; Mr. Roth noted that communication notifications are sent to 'Board Members' that information would apply to.) Following were several of the more important items noted:

*Commissioner Nelson noted that the Community Center Board is 'Governing Body of the C.C.'" Mr. Bob Roth, Board Member, noted that the Community Center Board wants to 'pair down' their involvement as a 'Board'. Commissioner Nelson noted that the Commission would like an Open Line of Communication in person vs. e-mail/texts.

*Commissioner Nelson noted that the past year has consisted of insuring that ALL County Employees are following the same Policy Manual; the 'County' must be consistent across the Board taking into consideration while following departmental needs; however, same rules apply to ALL County Employees.

*Mr. Roth aware that the Community Center Board fully understands 'Employee Manual'. Community Center noted that 'Employee Manuals' to be provided to all of their employees; however, the Commission noted that it would be the responsibility of the Community Center to keep Employee Paperwork on record for future 'Audits'.

*It was reiterated that 'Employee Policy Manual' notes that Full-Time Status for County Employees consists of "40-Hour Work Week" or greater. Question was posed from local resident to Commissioner Nelson as to why benefits were removed from C.C. Employee. Commissioner Nelson noted that said employee had gone from working "40-Hour Work Week" to less than "40-Hour Work Week". Commissioner Nelson noted that same rules have to apply to All County Employees.

*The Commission noted that Employee Policy Manual has been in existence for many years. There have been (2) Changes that have been implemented to the same. They are: 1.) Part-Time Employees that work > 1000 Hours can accrue 'limited' amount of vacation AND 2.) As a result of 'Affordable Care Act'; employees that work > 30 Hours are offered 'Affordable Health Care'. The County's standard of hiring is to offer persons with need for benefits "Full-Time" Positions to consist of 40 Hours or 'Greater'.

*It was noted by Sue Wolk, County Clerk, that any employees who might fall between 30-39 Hours would have to be handled on individual basis; thus, again, it was noted that this is reasoning behind offering 'Full-Time' Employment to those persons that ultimately receive Benefits.

*IT Issue that affects payroll/payables for the Community Center to be addressed by Sue Wolk, County Clerk, for 'resolve' to said matter.

*Issue surrounding 'Time Clock' was noted. Kim MacMillan, Benefits Specialist, noted that she would reach out to company that handles 'Time Clock Management' for the 'County' in an effort to reach 'resolve' to said issue.

*Question was posed regarding "End of Year" requirements. One final consideration surrounded 'Grandfathering of Vacation Time' for Community Center Employees. The Commission noted that they have to be 'Fair' and that based on advice from legal counsel, "Date" was chosen as to an effective date to meet requirements 'moving forward'. (Mr. Roth identified that this was 'his question' personally; he simply wanted clarification.)

ADJOURN

A Motion was made by Commissioner Stuppy to adjourn at 12:00 P.M. Commissioner Ruzicka seconded the Motion.

Ordered that the Commission adjourn until 11/15/2021.

SUBMITTED BY:

APPROVED BY:

PRESIDING COMMISSIONER