

COOPER COUNTY COMMISSION

24 COMMISSION MINUTES

DATE: 2/26/2024

Present: Monk X Melkersman X Larm X

Motion Made By: Monk X Melkersman     Larm    

Second By: Monk     Melkersman X Larm    

*motion to apply 3500 gallons of dust control product to Subhoff Rd*

Vote: Monk ✓ Melkersman ✓ Larm    

Documentation Attached: Yes     No    

Motion Made By: Monk     Melkersman     Larm    

Second By: Monk     Melkersman     Larm    

Vote: Monk     Melkersman     Larm    

Documentation Attached: Yes     No    

Motion Made By: Monk     Melkersman     Larm    

Second By: Monk     Melkersman     Larm    

Vote: Monk     Melkersman     Larm    

Documentation Attached: Yes     No    

Additional Business: *Watch MAC Leadership Zoom  
Ken Heclinger w/ BCDC*

COOPER COUNTY COMMISSION

24 COMMISSION MINUTES

DATE: 2/22/2024

Present: Monk \_\_\_\_\_ Melkersman \_\_\_\_\_ Larm \_\_\_\_\_

Motion Made By: Monk \_\_\_\_\_ Melkersman X Larm \_\_\_\_\_

Second By: Monk X Melkersman \_\_\_\_\_ Larm \_\_\_\_\_

*motion to accept BTC Bank interest rate for county depositories*

Vote: Monk Y Melkersman Y Larm Y

Documentation Attached: Yes \_\_\_\_\_ No \_\_\_\_\_

Motion Made By: Monk \_\_\_\_\_ Melkersman \_\_\_\_\_ Larm \_\_\_\_\_

Second By: Monk \_\_\_\_\_ Melkersman \_\_\_\_\_ Larm \_\_\_\_\_

Vote: Monk \_\_\_\_\_ Melkersman \_\_\_\_\_ Larm \_\_\_\_\_

Documentation Attached: Yes \_\_\_\_\_ No \_\_\_\_\_

Motion Made By: Monk \_\_\_\_\_ Melkersman \_\_\_\_\_ Larm \_\_\_\_\_

Second By: Monk \_\_\_\_\_ Melkersman \_\_\_\_\_ Larm \_\_\_\_\_

Vote: Monk \_\_\_\_\_ Melkersman \_\_\_\_\_ Larm \_\_\_\_\_

Documentation Attached: Yes \_\_\_\_\_ No \_\_\_\_\_

Additional Business: *met with Treasurer Teresa Bishop*

COOPER COUNTY COMMISSION

24 COMMISSION MINUTES

DATE: 2/15/24

Present: Monk \_\_\_\_\_ Melkersman \_\_\_\_\_ Larm \_\_\_\_\_

Motion Made By: Monk \_\_\_\_\_ Melkersman \_\_\_\_\_ Larm \_\_\_\_\_

Second By: Monk \_\_\_\_\_ Melkersman \_\_\_\_\_ Larm \_\_\_\_\_

Vote: Monk \_\_\_\_\_ Melkersman \_\_\_\_\_ Larm \_\_\_\_\_

Documentation Attached: Yes \_\_\_\_\_ No \_\_\_\_\_

Motion Made By: Monk \_\_\_\_\_ Melkersman \_\_\_\_\_ Larm \_\_\_\_\_

Second By: Monk \_\_\_\_\_ Melkersman \_\_\_\_\_ Larm \_\_\_\_\_

Vote: Monk \_\_\_\_\_ Melkersman \_\_\_\_\_ Larm \_\_\_\_\_

Documentation Attached: Yes \_\_\_\_\_ No \_\_\_\_\_

Motion Made By: Monk \_\_\_\_\_ Melkersman \_\_\_\_\_ Larm \_\_\_\_\_

Second By: Monk \_\_\_\_\_ Melkersman \_\_\_\_\_ Larm \_\_\_\_\_

Vote: Monk \_\_\_\_\_ Melkersman \_\_\_\_\_ Larm \_\_\_\_\_

Documentation Attached: Yes \_\_\_\_\_ No \_\_\_\_\_

Additional Business: Discussed sharing expense for Drug Court Administration with Pettis County  
Discussed replacement of cabinet outside Blackwater  
Dave Dunford + Harry Arby discussed furniture and console bidding for communication project

COOPER COUNTY COMMISSION

24 COMMISSION MINUTES

DATE: 2/13/2024

Present: Monk X Melkersman X Larm \_\_\_\_\_

Motion Made By: Monk \_\_\_\_\_ Melkersman \_\_\_\_\_ Larm \_\_\_\_\_

Second By: Monk \_\_\_\_\_ Melkersman \_\_\_\_\_ Larm \_\_\_\_\_

Vote: Monk \_\_\_\_\_ Melkersman \_\_\_\_\_ Larm \_\_\_\_\_

Documentation Attached: Yes \_\_\_\_\_ No \_\_\_\_\_

Motion Made By: Monk \_\_\_\_\_ Melkersman \_\_\_\_\_ Larm \_\_\_\_\_

Second By: Monk \_\_\_\_\_ Melkersman \_\_\_\_\_ Larm \_\_\_\_\_

Vote: Monk \_\_\_\_\_ Melkersman \_\_\_\_\_ Larm \_\_\_\_\_

Documentation Attached: Yes \_\_\_\_\_ No \_\_\_\_\_

Motion Made By: Monk \_\_\_\_\_ Melkersman \_\_\_\_\_ Larm \_\_\_\_\_

Second By: Monk \_\_\_\_\_ Melkersman \_\_\_\_\_ Larm \_\_\_\_\_

Vote: Monk \_\_\_\_\_ Melkersman \_\_\_\_\_ Larm \_\_\_\_\_

Documentation Attached: Yes \_\_\_\_\_ No \_\_\_\_\_

Additional Business: *Met w/ Representatives of Kimber ridge and Tom Watring to discuss the qualifications for Kimber Ridge to be accepted by Cooper County. No action taken*

COOPER COUNTY COMMISSION

24 COMMISSION MINUTES

DATE: 2/12/2024

Present: Monk X Melkersman X Larm X

Motion Made By: Monk \_\_\_ Melkersman X Larm \_\_\_

Second By: Monk \_\_\_ Melkersman \_\_\_ Larm X

*motion to accept contract for purchase of real estate at 523 Hwy St. between Cooper County and Tom Parish and Jeff Truck with appropriate data changes*

Vote: Monk Y Melkersman Y Larm Y

Documentation Attached: Yes X No \_\_\_

Motion Made By: Monk \_\_\_ Melkersman \_\_\_ Larm \_\_\_

Second By: Monk \_\_\_ Melkersman \_\_\_ Larm \_\_\_

Vote: Monk \_\_\_ Melkersman \_\_\_ Larm \_\_\_

Documentation Attached: Yes \_\_\_ No \_\_\_

Motion Made By: Monk \_\_\_ Melkersman \_\_\_ Larm \_\_\_

Second By: Monk \_\_\_ Melkersman \_\_\_ Larm \_\_\_

Vote: Monk \_\_\_ Melkersman \_\_\_ Larm \_\_\_

Documentation Attached: Yes \_\_\_ No \_\_\_

Additional Business: *Met w/ Paul Winkelman (Howe Company) Eddie Wilson (MDOT) to discuss approach to alleviating problems on Hollywood and Arrow Rock Rd.  
Discussed indigent burials w/ Chris Howard (Howard Funeral Home) and Paula Sims Public Administrator*

## CONTRACT FOR SALE OF REAL ESTATE

This Contract made and entered into this \_\_\_\_ day of January 2024, by and between **Timothy A. Parish**, a single person, and **Jeffrey J. Lueck**, a single person, of 602 High St., Boonville, Cooper County, Missouri 65233, hereinafter **SELLERS**, and **Cooper County, Missouri**, acting by and through the County Commission, with a business address of 527 High St., Boonville, Cooper County, Missouri 65233, hereinafter **BUYER**.

WITNESSETH:

1.

**SELLERS** agree to sell and **BUYER** agrees to buy upon the terms and conditions herein set out, the following described real estate situated in the County of Cooper, State of Missouri, to-wit:

**The West Half of Lot Number Eight-six (86) of the original town, now city, of Boonville, Missouri, fronting Forty-five (45) feet on the North line of High Street and extending Northwardly in uniform width One Hundred Forty-seven and one-half (147½) feet to an alley, as shown and designated on the recorded plat of Cooper County, Missouri.**

**Property Address: 523 High St., Boonville, MO 65233**

2.

The price to be paid for the above-described property is Eighty Thousand and 00/100 Dollars (\$80,000.00), payable as follows:

- A. Five Hundred and 00/100 Dollars (\$500.00) paid to Boonville Abstract & Title Company, LLC, Escrow Agent, to be held by escrow agent and paid out under the terms and conditions of this Contract, the receipt of which is hereby acknowledged.
- B. At closing, the balance of Seventy-nine Thousand Five Hundred and 00/100 Dollars (\$79,500.00), to be paid to **SELLERS** in cash, cashier's check, or **BUYER'S** check certified by the bank upon which it is drawn.

3.

**SELLERS** shall convey the real estate by Warranty Deed, a title good in fact and marketable of record, free and clear of all interests, liens and encumbrances, except as herein stated, but subject to easements and restrictions of record.

4.

**SELLERS** shall furnish to **BUYER** an Owner's Title Insurance Policy insuring the above-described real estate in the amount of Eighty Thousand and 00/100 Dollars (\$80,000.00).

COOPER COUNTY COMMISSION

24 COMMISSION MINUTES

DATE: 2/8/2023

Present: Monk   X   Melkersman   X   Larm   X  

Motion Made By: Monk   X   Melkersman    Larm   

Second By: Monk    Melkersman    Larm   X  

*Motion to accept staffing agreement w/ MU Ellensin and Cooper County with discussed changes.*

Vote: Monk   Y   Melkersman   Y   Larm   Y  

Documentation Attached: Yes   X   No   

Motion Made By: Monk   X   Melkersman    Larm   

Second By: Monk    Melkersman    Larm   X  

*Motion to accept contract between Cooper County Collector and City of Boonville for collection of city taxes for 2024*

Vote: Monk   Y   Melkersman   N   Larm   Y  

Documentation Attached: Yes   Y   No   

Motion Made By: Monk   X   Melkersman    Larm   

Second By: Monk    Melkersman    Larm   X  

*Motion to accept contract between Cooper County Clerk and City of Boonville for ~~collection~~ extension of city taxes for 2024*

Vote: Monk   Y   Melkersman   N   Larm   Y  

Documentation Attached: Yes   Y   No   

Additional Business: *Met w/ Harry Harrison from Capital Quarries discussed safety issues w/ Hollywood and Arrow Rock roads. Chris Howard, Paula Smith discussed indigent/pauper burials*

(2/5/24 Edition)

STAFFING AGREEMENT BETWEEN  
COOPER COUNTY COMMISSION & COOPER COUNTY EXTENSION COUNCIL

The Cooper County Commission has historically supported the Extension Service. The commission hosted one of the first Cooper County agents as a pilot program one year prior to the passage of the 1914 Smith-Lever Act. The Smith-Lever Act established a national Cooperative Extension Service that extended outreach programs through land-grant universities to educate rural Americans about advances in agricultural practices and technology. These advances helped increase American agricultural productivity dramatically throughout the 20th century.

Effective (April 12, 2024), The Cooper County Commission and the Cooper County Extension Council are desirous of entering into an agreement whereby the Office Administrator employed in the Extension office will be and shall be a <sup>Cooper</sup> county employee. The benefits costs will transfer from the Cooper County Extension Council to Cooper County ~~Commission~~ as listed in the Cooper County Employee Handbook. Funding of the position will remain allocated through the current Cooper County Extension Office budget as established and approved by the Cooper County Commission on an annual basis.

The Cooper County Extension Council with the assistance of the Extension Office County Program Director, will retain managerial authority to:

- 1) Define the Office Administrator position description.
- 2) Screen applications and employ the position.
- 3) Establish and review the probationary period for continued employment.
- 4) Provide training.
- 5) Manage activities.
- 6) Conduct an annual performance evaluation.
- 7) Recommend salary adjustments, not to exceed countywide increases.
- 8) If necessary, recommend termination of the employee to ~~county commission~~ <sup>the Cooper County Commission</sup>.
- 9) Any original documentation will be provided to the ~~commission~~ <sup>Cooper County Commission</sup> for their personnel files.

The Cooper County Commission agree:

- 1) The Office Administrator working in the Cooper County Extension office shall become and ~~be~~ <sup>is</sup> employees of ~~the Cooper County Commission~~.
- 2) Said employee shall be considered a full-time employee and all their employment and duties shall relate to the Extension office.



- 3) Said employee shall be entitled to all benefits listed in the Cooper County Commission Employee handbook.
- 4) Said employee shall be under the direct supervision of the Cooper County Extension Council.
- 5) The Cooper County Commission shall not reassign or alter the duties of the said employee without express written consent of the Cooper County Extension Council.
- 6) ~~The Cooper County Commission~~ will be responsible for the official personnel file.

*Staffing Agreement*

This Letter of Understanding becomes effective (April 12, 2024) and may be terminated at any future time with 90 days advance notice by either the Cooper County Commission and/or the Cooper County Extension council.

Josh Siegel, Chair, Extension Council \_\_\_\_\_

George Monk, Presiding Commissioner \_\_\_\_\_

Charlie Melkersman, Eastern Commissioner \_\_\_\_\_

Danny Larm, Western Commissioner \_\_\_\_\_

COOPER COUNTY COMMISSION

24 COMMISSION MINUTES

DATE: 2/5/2024

Present: Monk   X   Melkersman   X   Larm   X  

Motion Made By: Monk      Melkersman      Larm     

Second By: Monk      Melkersman      Larm     

Vote: Monk      Melkersman      Larm     

Documentation Attached: Yes      No     

Motion Made By: Monk      Melkersman      Larm     

Second By: Monk      Melkersman      Larm     

Vote: Monk      Melkersman      Larm     

Documentation Attached: Yes      No     

Motion Made By: Monk      Melkersman      Larm     

Second By: Monk      Melkersman      Larm     

Vote: Monk      Melkersman      Larm     

Documentation Attached: Yes      No     

Additional Business: *Speak with Capitol Quarries, Marcus w/ Corp of  
engineer project in reference to trouble w/ gravel roads  
Discuss admin office administrator position Cooper  
with Extension representatives  
~~...~~*

COOPER COUNTY COMMISSION

24 COMMISSION MINUTES

DATE: 2/1/2024

Present: Monk   X   Melkersman   X   Larm   1  

Motion Made By: Monk   1   Melkersman    Larm   

Second By: Monk    Melkersman    Larm   X  

*Motion to approve Don Bergery as Commissioner on the Forward-Cooper County Regional Port Authority*

Vote: Monk   X   Melkersman   X   Larm   X  

Documentation Attached: Yes    No   

Motion Made By: Monk    Melkersman    Larm   

Second By: Monk    Melkersman    Larm   

Vote: Monk    Melkersman    Larm   

Documentation Attached: Yes    No   

Motion Made By: Monk    Melkersman    Larm   

Second By: Monk    Melkersman    Larm   

Vote: Monk    Melkersman    Larm   

Documentation Attached: Yes    No   

Additional Business: *Sigi McCreary presented to the Commission the work being done by the BCDC*