

# Nodaway County Commission

January 2, 2024

1<sup>st</sup> Day

JANUARY TERM

## Convene

Presiding Commissioner Bill Walker called the meeting of the Nodaway County Commission to order at 8:00 a.m. on January 2, 2024 at the Commissioner's Office. Attendance: Present: Walker, Chris Burns and Scott Walk. Also present: Melinda Patton, County Clerk.

## Approval of Agenda and Prior Minutes

Commissioner Walk made a motion to approve the agenda as presented. Burns seconded the motion. The motion passed by vote: Walker (Yes); Burns (Yes); Walk (Yes.) Walk made a motion to approve prior commission minutes dated 12/28/23. Walker seconded the motion. The motion passed by vote: Walker (Yes); Burns (Yes); Walk (Yes.)

**Approved:** N/A

**Public Comment:** None

**Accounts Payable:** No Checks

**Requisitions:** None.

**Reviewed:** The Commission reviewed the following information:

- Sheriff's Report (November 2023)
- Certificate of Liability Insurance – Grand River Mutual Telephone Corporation

**Deputy Appointments** - Deputy appointments for Christie Swinford, Jessica Whaley, Jennifer Boulting, Shirley Schmidt, Angie Cordell and Madison Leshar were approved by the Commission.

**Great River Engineering** – Lindsey Chaffin, Great River Engineering gave an update on BRO(63).

**FYI Budget** – Assessor, Rex Wallace met with Commission to discuss his 2024 budget. The Commission reviewed an email from Larry Jacobson, Snyder & Associates on BRO project expenses for 2024 and a formal request from Dannen Merrill on behalf of MO Boys/Girls State.

**Inspections** – An inspection of Road #719 in Grant Township.

**County Insurance** – A call was put in to Jackson Insurance regarding the Hartford Steam Boiler policy for 2024. Jackson's no longer offers this policy. A message was left with Casey Chastain, Higginbotham Insurance.

**Lunch Break** – Walk made a motion to adjourn for lunch. Burns seconded the motion. All in favor.

**Building Maintenance** – Framed maps were hung in the Administration Building.

**Collector/Treasurer** – Marilyn Jenkins, Collector/Treasurer met with the Commission to give updates for tax collection in FY2023.

**Adjournment** - Walk made a motion to commission adjourn until 1/4/2024. Burns seconded the motion. The motion passed by vote: Walker (Yes); Burns (Yes); Walk (Yes.)

## Signature

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Melinda Patton, County Clerk

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Bill Walker, Presiding Commissioner

# Nodaway County Commission

January 4, 2024

2<sup>nd</sup> Day

JANUARY TERM

## Convene

Presiding Commissioner Bill Walker called the meeting of the Nodaway County Commission to order at 8:00 a.m. on January 4, 2024 at the Commissioner's Office. Attendance: Present: Walker, Chris Burns and Scott Walk. Also present: Melinda Patton, County Clerk.

## Approval of Agenda and Prior Minutes

Commissioner Walk made a motion to approve the agenda as presented. Burns seconded the motion. The motion passed by vote: Walker (Yes); Burns (Yes); Walk (Yes.) Walk made a motion to approve prior commission minutes dated 1/2/24. Burns seconded the motion. The motion passed by vote: Walker (Yes); Burns (Yes); Walk (Yes.)

**Approved:** Recorder Fee Report (December 2023); Invoice to Kizer Collision, Inc.

**Accounts Payable:** No Checks

**Requisitions:** Sheriff to Kelly Tire for vehicle maintenance/repair.

**Reviewed:** The Commission reviewed the following information received by mail or email:

- Statement from Schraeder Law Firm
- 911 Oversight Board Agenda, draft minutes from 12-5-23, draft ordinance

**Quarterly Office Holders** - The Commission hosted the quarterly meeting for office holders with the following in attendance: Burns, Walker, Walk, Elaine Wilson, Marilyn Jenkins, Tina Deiter, Rex Wallace, Randy Strong, Lisa James, Dee O'Riley and Patton. The next quarterly meeting will be April 4<sup>th</sup>, 2024. Also in attendance: Captain Austin Hann, Sheriff's Department and Kay Wilson, Nodaway News Leader.

--Wilson gave numbers for filings and cases in both civil and municipal court. A total of 663 Civil cases were filed in 2023 which is approximately 55 cases a month. Wilson and Deiter gave further breakdowns of the numbers and how they impact their offices.

--According to James, the recorder's office had 2378 recordings for a total of 11,614 pages and issued 115 marriage licenses in 2023. They continue to work on back filing. James shared that they are not planning to print books as everything is now online. She will look into the costs of microfilming as a secondary back up to the cloud.

--O'Riley reported that she currently has 114 total letters. She recently received two new cases and had one estate case close. O'Riley visited all wards in December.

--Strong provided an update on the last quarter of 2023 an on the new drug dog "Akela" who has been deployed eleven times since the county brought her on. Strong shared vehicle purchasing issues, increased training needs on Cybercrimes, increase in clerical duties due to marijuana conviction expungements, tracking and increased caseloads.

--Jenkins stated her office has collected approximately 96% of 2023 taxes. On the treasurer's side, they are wrapping up final entries for 2023.

--Wallace let everyone know the assessment sheets have been sent out, due back by March 1, 2024.

--Patton discussed the Canvassing process. Registered voters who have not had a Voter ID Card sent in the last six months were sent a new one. This allows the County Clerk's office to update addresses when returned to her office. The Clerk's office is working on year-end reports and documentation. Filing for the April 2024 Municipal Election has closed with the final certification date being January 23rd. Wrapping up 2023 reporting and working on the FY2024 Budget.

--Commission shared that Nodaway County is now an Agri-Ready County. The Road and Bridge crew built four bridges in 2023 and has four planned for 2024. Five BRO Bridges have been approved and the county hopes to have two built in the upcoming year. Updates were given on the Jail Maintenance and Improvement Grant and the Transportation Advisory Planning (TAP) Grant. Acciona Solar plans to break ground in the first quarter of 2024. The wind farm in the Conception area is updating equipment. The Commission also shared that the 911 Oversight Board is working on the ordinance and ballot language for the April election.

**Promulgation Statement** - The Commission reviewed and signed the Promulgation Statement for the State Emergency Management Agency.

**FY2024 Budget** - The Commission, along with Jenkins and Patton worked on budgetary items. Offices that met with the Commission to discuss budget were O'Riley, Public Administrator, Strong and Hann for the Jail and Sheriff, Annetta Owens, Kent Lager and Judge Corey Herron for the Juvenile office, James, Recorder of Deeds, Deiter, Prosecuting Attorney and Judge Robert Rice and Wilson, Circuit Clerk.

**Lunch Break** – Burns made a motion to adjourn for lunch. Walk seconded the motion. All in favor.

**Board Appointments** - The Commission spoke with Ruth Adwell and Susan Hull regarding their open seats for the Senior Citizens Special Tax Fund Board. Both agreed to an additional term of four years.

**Adjournment** - Walk made a motion to commission adjourn until 1/9/2024. Burns seconded the motion. The motion passed by vote: Walker (Yes); Burns (Yes); Walk (Yes.)

## Signature

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Melinda Patton, County Clerk

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Bill Walker, Presiding Commissioner

# Nodaway County Commission

January 9, 2024

3<sup>rd</sup> Day

JANUARY TERM

## Convene

Presiding Commissioner Bill Walker called the meeting of the Nodaway County Commission to order at 8:00 a.m. on January 9, 2024 at the Commissioner's Office. Attendance: Present: Walker, Chris Burns and Scott Walk. Also present: Melinda Patton, County Clerk.

## Approval of Agenda and Prior Minutes

Commissioner Burns made a motion to approve the agenda as presented. Walk seconded the motion. The motion passed by vote: Walker (Yes); Burns (Yes); Walk (Yes.) Walk made a motion to approve prior commission minutes dated 1/4/24. Burns seconded the motion. The motion passed by vote: Walker (Yes); Burns (Yes); Walk (Yes.)

**Approved:** Invoice #123.1167.11-1 for Snyder & Associates.

**Public Comment:** None

**Accounts Payable:** No Checks

**Requisitions:** N/A

**Sheriff's Department** – Sheriff Randy Strong stopped in to give updates on the Sheriff's office and jail activity. Major Scott Wedlock spoke with the Commission regarding the Jail Maintenance and Improvement Grant. A call was put in to Cheyenne Murphy, NWMO Regional Council of Governments for an update. Currently waiting for an addendum to a contract with Integrity Steel for the doors.

**FY2024 Budget** - The Commission reviewed information from the NWMO Child Support budget request. Marilyn Jenkins, Collector/Treasurer and Patton worked on budgetary items with the Commission.

**White Cloud Township** – A resident of White Cloud Township stopped in with a question on Road #764.

**County Use Tax** – The Commission, along with Jenkins and Patton, reviewed Ordinance #08162006 and the ballot language from the county-wide Use Tax in August of 2006. Both documents were sent to county attorney Ivan Schraeder for review. Schraeder recommended language for amending the ordinance.

**911 Oversight Board** – A call was also put in to City of Maryville City Manager, Greg McDanel to discuss the County Use Tax.

**Lunch Break** – Burns made a motion to adjourn for lunch. Walk seconded the motion. All in favor.

**FY2024 Budget** - The Commission, along with Jenkins and Patton worked on budgetary items.

**Adjournment** - Walk made a motion to commission adjourn until 1/11/2024. Burns seconded the motion. The motion passed by vote: Walker (Yes); Burns (Yes); Walk (Yes.)

## Signature

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Melinda Patton, County Clerk

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Bill Walker, Presiding Commissioner

# Nodaway County Commission

January 11, 2024

4<sup>th</sup> Day

JANUARY TERM

## Convene

Presiding Commissioner Bill Walker called the meeting of the Nodaway County Commission to order at 8:00 a.m. on January 11, 2024 at the Commissioner's Office. Attendance: Present: Walker, Chris Burns and Scott Walk. Also present: Melinda Patton, County Clerk.

## Approval of Agenda and Prior Minutes

Commissioner Burns made a motion to approve the agenda as presented. Walk seconded the motion. The motion passed by vote: Walker (Yes); Burns (Yes); Walk (Yes.) Walk made a motion to approve prior commission minutes dated 1/9/24. Burns seconded the motion. The motion passed by vote: Walker (Yes); Burns (Yes); Walk (Yes.)

**Approved:** WEX Card payment; Assessor's Quarterly Report; County Clerk's fee report (December 2023.)

**Accounts Payable:** No Checks

**Requisitions:** None.

**911 Oversight Board** – The Commission attended the 911 Oversight Board meeting at the Northwest Communication Center to discuss next steps for a county-wide 911 tax. A First Amendment to the Second Memorandum of Understanding and a draft ordinance were discussed. Drafts will be sent to the Commission to review and adopt.

**Snyder & Associates** – Spoke with Andy Macias and Larry Jacobson regarding the Transportation Alternatives Program (TAP) grant progress. Authorization to bid has been received so the following deadlines have been set:

February 1 – Prebid Meeting

February 15 – Bid Opening

February 23 – Notice of Award

March 11 – Notice to Proceed

June 15 – Completion date

A status update on BRO-074(64) and BRO-074(65) were given.

**Leadership Maryville** – Spoke with the Chamber of Commerce Director, Becky Albrecht, regarding speaking at an upcoming Leadership Maryville meeting.

**FY2024 Budget** - The Commission, along with Marilyn Jenkins, Collector/Treasurer and Patton worked on the 2024 Budget.

**Independence Township** – A call was taken from Philip Auffert, Independence Township Trustee, regarding road issues, road operator status and a culvert issue on Road #188.

**Building Maintenance** – Reviewed and approved signage for doors at the Administration Building. Spoke with Casey Chastain, Higginbotham Insurance Group, regarding the boiler policy for the Courthouse.

**Lunch Break** – Burns made a motion to adjourn for lunch. Walk seconded the motion. All in favor.

**County Use Tax** – The Commission discussed the County's Use Tax Ordinance #08162006. Following discussion with the Department of Revenue, no Amendment to that ordinance will be needed. The county is allowed to collect the local use tax equal to the County Sales Tax for general revenue purposes. The First Amendment to the Second Memorandum of Understanding (MOU) and a draft ordinance were reviewed and discussed. The ordinance is an order to submit sales tax question to public by popular vote on the April 2, 2024 ballot pursuant to Section 190.335 RSMo. Burns made a motion to approve the First Amendment to the Second Memorandum of Understanding (MOU). Walk seconded the motion. The motion passed by vote: Walker (Yes); Burns (Yes); Walk (Yes.) The Ordinance will be reviewed and adopted on January 18, 2024 at 8:00 a.m.

**American Rescue Plan Act (ARPA)** – An email from Chad Higdon, Chief Executive Officer of Second Harvest Community Food Bank was reviewed regarding the granted request for ARPA funds. The amount of \$15,000 had been approved on November 29, 2022 and will be paid to Second Harvest in February.

**Local Government Employees Retirement System (LAGERS)** – The Supplemental Actuarial Valuation report was reviewed again for final approval. Burns made a motion to proceed with LAGERS Retirement Plan L-6 as presented to be effective. Walk seconded the motion. The motion passed by vote: Walker (Yes); Burns (Yes); Walk (Yes.) All in favor, motion carries. An ordinance will be drafted and adopted on January 18, 2024 in compliance with the program.

**Adjournment** - Burns made a motion to commission adjourn until 1/16/2024. Walk seconded the motion. The motion passed by vote: Walker (Yes); Burns (Yes); Walk (Yes.)

## Signature

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Melinda Patton, County Clerk

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Bill Walker, Presiding Commissioner

# Nodaway County Commission

January 16, 2024

5<sup>th</sup> Day

JANUARY TERM

## Convene

Presiding Commissioner Bill Walker called the meeting of the Nodaway County Commission to order at 8:00 a.m. on January 16, 2024 at the Commissioner's Office. Attendance: Present: Walker, Chris Burns and Scott Walk. Also present: Melinda Patton, County Clerk.

## Approval of Agenda and Prior Minutes

Commissioner Walk made a motion to approve the agenda as presented. Burns seconded the motion. The motion passed by vote: Walker (Yes); Burns (Yes); Walk (Yes.) Walk made a motion to approve prior commission minutes dated 1/11/23 with a spelling change. Burns seconded the motion. The motion passed by vote: Walker (Yes); Burns (Yes); Walk (Yes.)

**Approved:** Invoice to Coenen Enterprises, Inc.

**Public Comment:** None

**Accounts Payable:** No Checks

**Requisitions:** Road and Bridge to Foley Industries for equipment.

**Reviewed:** The Commission reviewed the following information received by mail or email:

- Fund Authorization letter from MoDOT for the Transportation Alternatives Program (TAP-9900144) Grant
- Employee Assistance Program 2023 Engagement Report
- Interest Notice for Mount Hope Cemetery Association
- Interest Notice for Workman Chapel Cemetery

**FY2024 Budget** – The Commission, along with Marilyn Jenkins, Collector/Treasurer and Patton, discussed various revenues and expenses of different funds for the FY2024 budget.

**Building Maintenance** – The Commissioners visited the Courthouse to look over several issues including a drainage pipe. A message was left for Ben Gazaway with Cornerstone Roofing regarding the roofs over the entryway.

**Snyder & Associates** –Reviewed and signed Supplemental Agreement #2 for a time extension on BRO-R074(64) for Bridge #0295003.

**Lunch Break** – Burns made a motion to adjourn for lunch. Walk seconded the motion. All in favor.

**FY2024 Budget** – The Commission spoke with Amy Dowis, NWMO Regional Council of Governments about the Safe Streets 4 All grant. The county will budget \$3,000 into the budget for FY2024.

**Adjournment** - Burns made a motion to commission adjourn until 1/18/2024. Walk seconded the motion. The motion passed by vote: Walker (Yes); Burns (Yes); Walk (Yes.)

## Signature

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Melinda Patton, County Clerk

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Bill Walker, Presiding Commissioner

# Nodaway County Commission

January 18, 2024

6<sup>th</sup> Day

JANUARY TERM

## Convene

Presiding Commissioner Bill Walker called the meeting of the Nodaway County Commission to order at 8:00 a.m. on January 18, 2024 at the Commissioner's Office. Attendance: Present: Walker, Chris Burns and Scott Walk. Also present: Melinda Patton, County Clerk.

## Approval of Agenda and Prior Minutes

Commissioner Walk made a motion to approve the agenda as presented. Burns seconded the motion. The motion passed by vote: Walker (Yes); Burns (Yes); Walk (Yes.) Walk made a motion to approve prior commission minutes dated 1/16/23. Burns seconded the motion. The motion passed by vote: Walker (Yes); Burns (Yes); Walk (Yes.)

Approved: N/A

Public Comment: None

Accounts Payable: No Checks

Requisitions: Sheriff to Derby Industries for prisoner supplies; Road and Bridge to Gray Oil for fuel; to MFA for oil.

Reviewed: The Commission reviewed the following information received by mail or email:

- 2024 Boundary & Annexation Survey (BAS)
- MOPERM Documents
- Sheriff Inmate Report (December 2023)

**Consolidated 911** – The Commission adopted Ordinance 01182024. Nodaway County will submit a sales tax question to the public by popular vote on the April 2, 2024 ballot pursuant to Section 190.335 RSMo. The order to impose a sales tax on all retail sales made in Nodaway County which are subject to taxation under the provisions of Sections 144.010 to 144.525 RSMo for the purpose of funding the provision of central dispatching of fire protection, emergency ambulance service, including emergency 9-1-1 telephone services, and other emergency services within Nodaway County, Missouri. The ballot question contained in this order shall be placed on a ballot before the qualified voters of Nodaway County, Missouri at the April 2, 2024 election. This sales tax shall be effective upon a majority vote in favor of the sales tax. This sales tax shall be in addition to all other sales taxes allowed by law. Also present: Greg McDanel, City of Maryville City Manager and Marilyn Jenkins, Collector/Treasurer.

**Local Government Employees Retirement System (LAGERS)** – Per motion passed on January 11, 2024, the Commission will proceed with LAGERS Retirement Plan L-6 as presented. Ordinance #01112024 was adopted and signed in compliance with the program.

**General Obligation Bonds** - Public Hearing was held for General Obligation Bonds in Grant, Green, Hughes, Nodaway and Union Townships. Documents were signed by the Commission and the Clerk and returned to Anderson, Sundell and Skinner.

**Constellation Power** – Reviewed an email and supporting documents for all County Road and Driveway Improvements for turbine updates. Road improvements were reported by Eric Troutner as planned to begin in early February with deliveries scheduled for early March.

**Polk Township** – Returned a call to Ellen Cassady with Clarity Appraisal to discuss questions on possible vacated roads on the East end of Wilcox.

**Snyder and Associates** – Reviewed and signed BRO-B074(65) and TAP Grant letters and invoices.

**McClure Engineering** – Spoke with Aaron McVicker regarding federally funded bridges.

**Lunch Break** – Burns made a motion to adjourn for lunch. Walker seconded the motion. All in favor.

**Inspections** – Brian Engle, Road and Bridge Supervisor and Burns inspected Bridge #350, 338 in Nodaway Township

**Adjournment** - Burns made a motion to commission adjourn until 1/23/2024. Walker seconded the motion. The motion passed by vote: Walker (Yes); Burns(Yes.)

## Signature

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Melinda Patton, County Clerk

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Bill Walker, Presiding Commissioner

# Nodaway County Commission

January 23, 2023

7<sup>th</sup> Day

JANUARY TERM

## Convene

Presiding Commissioner Bill Walker called the meeting of the Nodaway County Commission to order at 8:00 a.m. on January 23, 2024 at the Commissioner's Office. Attendance: Present: Walker, Chris Burns and Scott Walk. Also present: Melinda Patton, County Clerk.

## Approval of Agenda and Prior Minutes

Commissioner Walk made a motion to approve the agenda as presented. Burns seconded the motion. The motion passed by vote: Walker (Yes); Burns (Yes); Walk (Yes.) Walk made a motion to approve prior commission minutes dated 1/18/24. Burns seconded the motion. The motion passed by vote: Walker (Yes); Burns (Yes); Walk (Yes.)

**Approved:** Missouri Association of Counties 2024 Invoice

**Public Comment:** None

**Accounts Payable:** No Checks

**Requisitions:** None

**Reviewed:** The Commission reviewed the following information received by mail or email:

- MOPERM Documents
- Public Service Commission

**Workman Chapel Cemetery** – Call was made to Nodaway Valley Bank regarding the Cemetery CD. Updated paperwork was signed to renew.

**FY2024 Budget** - The Commission, along with Marilyn Jenkins, Collector/Treasurer and Patton worked on budgetary items throughout the day. Vincent Shelby, Coroner, stopped in to discuss his budget request. The Commission discussed and agreed to an increase for mileage reimbursement for county employees utilizing their personal vehicles for county business. The rate will increase to \$0.55 per mile for 2024.

**Building Maintenance** – A call was put in to Johnson Controls regarding setting up the inspection of the fire alarm system at the Administration Building. An inventory was sent for a quote.

**Grant Township** – Took a call from a Grant Township resident regarding the application process for reconstruction of a road.

**Lunch Break** – Burns made a motion to adjourn for lunch. Walk seconded the motion. All in favor.

**American Rescue Plan Act (ARPA)** – Jenkins presented the current balance of ARPA funds for review and discussion. The request made by the Maryville Rotary Club was reviewed and the amount of \$2,500 was agreed upon. All remaining funds were obligated to county building projects, maintenance, upkeep and county equipment needs.

**Calendar Updates** – Reviewed upcoming dates and events for February to include: Great Northwest Days at the Capital February 6<sup>th</sup>, County Government Day February 8<sup>th</sup> and CCAM training on February 29<sup>th</sup>.

**Leadership Maryville** – The Commission hosted a meeting with participants of Leadership Maryville to discuss county government.

**Adjournment** - Burns made a motion to commission adjourn until 1/25/2024. Walk seconded the motion. The motion passed by vote: Walker (Yes); Burns (Yes); Walk (Yes.)

## Signature

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Melinda Patton, County Clerk

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Bill Walker, Presiding Commissioner

# Nodaway County Commission

January 25, 2023

8<sup>th</sup> Day

JANUARY TERM

## Convene

Presiding Commissioner Bill Walker called the meeting of the Nodaway County Commission to order at 8:00 a.m. on January 25, 2024 at the Commissioner's Office. Attendance: Present: Walker, Chris Burns and Scott Walk. Also present: Melinda Patton, County Clerk.

## Approval of Agenda and Prior Minutes

Commissioner Burns made a motion to approve the agenda as presented. Walk seconded the motion. The motion passed by vote: Walker (Yes); Burns (Yes); Walk (Yes.) Walk made a motion to approve prior commission minutes dated 1/23/24. Burns seconded the motion. The motion passed by vote: Walker (Yes); Burns (Yes); Walk (Yes.)

Approved: N/A

Public Comment: None

Accounts Payable: No Checks

Requisitions: Road and Bridge to Hy-Vee and Falls City Mercantile for inmate food and supplies; to Leads Online for subscription renewal; Commission to Maryville Glass and Lock for building repair.

Reviewed: The Commission reviewed the following information received by mail or email:

- Sales Tax, Use Tax and Special Road and Bridge Sales Tax reports

Building Maintenance – Reviewed quotes from Maryville Glass and Lock for the north doors and a quote from Johnson Controls for an inspection of the fire alarm system both at the Administration Building. A call was put in to Greg Fisher, Maryville Glass and Lock to discuss the door quote. Following discussion, the quote was approved.

Public Hearing - Melinda Patton, County Clerk, presented the 2024 budget message and budget. Burns made a motion to adopt the 2023 Budget as presented. Walk seconded the motion. All were in favor. Also present: Marilyn Jenkins, Collector/Treasurer and Kay Wilson, Nodaway News Leader.

Second Harvest – Chad Higdon, Chief Executive Officer, stopped in to give updates on the cold-storage expansion project.

Cemetery Discussion – A concerned citizen stopped in to inquire about assistance for county cemeteries.

Village O-Ashwood Circle Project – Reviewed the scope and fee information Greg McDanel, City of Maryville City Manager had shared from Kimley-Horn Associates. A call was put in to McDanel to discuss further.

MOPERM – A call was put in to Maureena Tucker, Claim Representative with MOPERM to discuss a lawsuit claim.

Safe Streets 4 All – A call was put in to Amy Dowis for more information on the Safe Streets 4 All grant.

Rebar Bid Opening - Bids were received and reviewed from Wellborn Sales and Oden Enterprises, Inc. (low bid.) Burns made a motion to approve the low bid from Oden Enterprises. Walk seconded the motion. All were in favor, motion carries. Also present: Brian Engle, Road and Bridge Supervisor and Russell Placzek, Oden Enterprises, Inc.

Pipe Bid Opening - Two bids were received from Metal Culverts, Inc. (low bid) and Wellborn Sales for the Pipe Bid. Walk made a motion to accept the Metal Culverts, Inc. bid as presented. Burns seconded. All were in favor, motion carries. Also present: Brian Testerman, Metal Culverts, Inc., Engle and Placzek.

Softmatch Credits – Reviewed an email from Larry Jacobson, Snyder & Associates on current Softmatch credit balance. Jacobson called in to discuss the email.

Lunch Break – Burns made a motion to adjourn for lunch. Walk seconded the motion. All in favor.

Softmatch Credits – Spoke with Andy Macias, Snyder & Associates, Lindsay Chaffin, Great River Engineering, Curt Livingood, Atchison County Commissioner, Jim Ruse, Daviess County Commissioner and David Earls regarding Softmatch credits.

Adjournment - Walk made a motion to commission adjourn until 2/1/2024. Burns seconded the motion. The motion passed by vote: Walker (Yes); Burns (Yes); Walk (Yes.)

## Signature

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Melinda Patton, County Clerk

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Bill Walker, Presiding Commissioner



# Nodaway County Commission

January 30, 2024

9<sup>th</sup> Day

JANUARY TERM

**Convene** - Presiding Commissioner Bill Walker called the meeting of the Nodaway County Commission to order at 8:00 a.m. on January 30, 2024 at the Commissioner's Office. Attendance: Present: Walker, Chris Burns and Scott Walk. Also present: Angie Cordell, Deputy Clerk.

**Approval of Agenda and Prior Minutes** - Commissioner Burns made a motion to approve the agenda as presented. Walk seconded the motion. The motion passed by vote: Walker (Yes); Burns (Yes); Walk (Yes.) Walk made a motion to approve prior commission minutes dated 1/25/24 with one addition. Burns seconded the motion. The motion passed by vote: Walker (Yes); Burns (Yes); Walk (Yes.)

**Approved:** Invoice to Snyder & Associates

**Accounts Payable:** None

**Requisitions:** Sheriff to Kelly Tire & Exhaust for vehicle repair and maintenance.

**Reviewed:** The Commission reviewed the following information received by mail or email:

- Sheriff ESAC Amended Annual Certification Report FY2023, ESAC Report FY2024
- Solid Waste District – Grant availability (FY2025) information
- Vehicle Sales tax, Motor fuel tax report (Jan. 2024); Use/Sales tax report (Jan. 2024)

**Deputy Appointments** - Deputy appointments for Leona Remus and Sadie Poe were approved by the Commission.

**Building Maintenance** – Reviewed an estimate from Coenen Enterprises, Inc. for new lighting. No decision made.

**Mosaic Life Care** – Megan Jennings, Mosaic Life Care gave an overview of Telehealth in county schools and 2024 Gala focusing on Women's health.

**NWMO Regional Council of Government** – Cheyenne Murphy spoke with Commission on the Jail Grant.

**Nodaway County Economic Development** – Spoke with Josh McKim regarding the Enhanced Enterprise Zone (EEZ) board.

**Buchanan County** – Buchanan County Commission talked with Commissioners regarding Softmatch.

**Inspections** – Brian Engle, Road and Bridge Supervisor, Burns and Walker inspected Bridge # 225, #209, #276 in Union Township; Bridge #497, #498 in Polk Township.

**Lunch Break** – Burns made a motion to adjourn for lunch. Walk seconded the motion. All in favor.

**Kringle Christmas Lights** - Jonathan Aley, owner reviewed lights used at the Courthouse.

**Polk Township** – John Schenkel, Trustee of Polk Township, stopped in to discuss Polk Township roads.

**McClure Engineering** – Aaron McVicker, Project Manager met with the Commission regarding federally funded bridges.

**Adjournment** - Walk made a motion to commission adjourn until 2/1/2024. Burns seconded the motion. The motion passed by vote: Walker (Yes); Burns (Yes); Walk (Yes.)

**Signature**

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Angie Cordell, Deputy Clerk

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Bill Walker, Presiding Commissioner

# Nodaway County Commission

February 1, 2024

10<sup>th</sup> Day

JANUARY TERM

**Convene** - Presiding Commissioner Bill Walker called the meeting of the Nodaway County Commission to order at 8:00 a.m. on February 1, 2024 at the Commissioner's Office. Attendance: Present: Walker, Chris Burns and Scott Walk. Also present: Melinda Patton, County Clerk.

**Approval of Agenda and Prior Minutes** - Commissioner Burns made a motion to approve the agenda as presented. Walk seconded the motion. The motion passed by vote: Walker (Yes); Burns (Yes); Walk (Yes.) Walk made a motion to approve prior commission minutes dated 1/30/24 with one addition. Burns seconded the motion. The motion passed by vote: Walker (Yes); Burns (Yes); Walk (Yes.)

**Approved:** N/A

**Accounts Payable:** #83653-83755

**Requisitions:** N/A

**Reviewed:** The Commission reviewed the following information received by mail or email:

- Extension Council Expense Report (December 2023)
- Missouri Boys State thank you letter

**Scout Ridge subdivision** – Returned a call to a resident in the Scout Ridge subdivision to discuss a culvert issue. The Commission looked at this.

**Nodaway County Enhanced Enterprise Zone (EEZ)** – Josh McKim, Nodaway County Economic Development Director, stopped in to give updates on the School Districts, Cities, Townships and Fire Protection Districts that have taken action and have confirmed decisions with minutes. All tax entities have been contacted. The Commission called for a Public Meeting to discuss public input on changes to the EEZ charter and has set that for February 20, 2024 at 10:00 at the county Administration Building conference room. Also present: Marilyn Jenkins, Collector/Treasurer and Brian Engle, Road and Bridge Supervisor.

**Transportation Alternatives Program (TAP) Grant** – Andy Macias and Larry Jacobson, Snyder and Associates, held the Pre-bid Meeting for the TAP grant. No contractors attended. Macias stated they would be reaching out to contractors to answer any questions. Also present: Engle.

**Snyder and Associates** - A status update on BRO-074(64) and BRO-074(65) were given. The LPA Invoice #5 for BRO(65) was signed.

**Building Maintenance** – Discussed the quote from Johnson Controls on fire alarm inspection. Will be seeking other bids for comparison.

**Inspections** – Inspected Bridge #0877014 in Hughes Township.

**Lunch Break** – Burns made a motion to adjourn for lunch. Walk seconded the motion. All in favor.

**Building Maintenance** – The Commission, along with the Road and Bridge crew, took the wreath down off the Courthouse. Also looked at some issues in Judge Robert Rice's office.

**Schraeder Law Firm** – A call was put in to Ivan Schraeder, county attorney, for a status update on the Mercer County court case involving Sheriff's salary. The case is under judge's review.

**White Cloud Township** – Discussed Road #763s status per a resident's inquiry. Research of vacated and abandoned roads was conducted.

**Jail Maintenance & Improvement Grant** – Purchase Orders were produced and shared with Dean Hinnant, Project Manager with Electronic Contract Company. A call was put in to Cheyenne Murphy, NWMO Regional Council of Governments to get a status update on the project. A change order was also requested by Hinnant for Integrity Steel who had sent it to Major Scott Wedlock. A message was left for Wedlock for the change order.

**Road and Bridge** – Discussed truck pricing for a new truck purchase. Truck beds will need to be bid with sealed bids at a later date.

**Adjournment** - Walk made a motion to commission adjourn until 2/6/2024 when Burns and Walk will travel to the Capital for Great Northwest Days. Walker seconded the motion. The motion passed by vote: Walker (Yes); Walk (Yes.)

**Signature**

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Melinda Patton, County Clerk

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Bill Walker, Presiding Commissioner

# Nodaway County Commission

**February 6, 2024**

11<sup>th</sup> Day

JANUARY TERM

North District Commissioner Chris Burns and South District Commissioner, Scott Walk, traveled to Jefferson City, Missouri to attend the annual Great Northwest Days at the Capital. Presiding Commissioner Bill Walker was in the office, but no quorum met, so no county business discussed.

**Reconvene**

The Commission will be back in session on 2/8/2024.

**Signature**

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Melinda Patton, County Clerk

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Bill Walker, Presiding Commissioner

# Nodaway County Commission

February 8, 2024

12<sup>th</sup> Day

JANUARY TERM

**Convene** - Presiding Commissioner Bill Walker called the meeting of the Nodaway County Commission to order at 8:00 a.m. on February 8, 2024 at the Commissioner's Office. Attendance: Present: Walker, Chris Burns and Scott Walk. Also present: Melinda Patton, County Clerk.

**Approval of Agenda and Prior Minutes** - Commissioner Burns made a motion to approve the agenda as presented. Walk seconded the motion. The motion passed by vote: Walker (Yes); Burns (Yes); Walk (Yes.) Walk made a motion to approve prior commission minutes dated 2/1/24 and 2-6-24. Burns seconded the motion. The motion passed by vote: Walker (Yes); Burns (Yes); Walk (Yes.)

**Approved:** Invoices to Geist Heating and Air Conditioning, Inc. , Coenen Enterprises, Inc. and Yellow Frog Graphics. Recorder Fee Report (January 2024); Inventory Transfer/Disposal form; donation letter of sick leave from one employee to another.

**Accounts Payable:** #83756-83820

**Requisitions:** Circuit Clerk to David Baird for Guardian-ad-litem fees; Collector/Treasurer to Department of Revenue for Deputy Sheriff Salary Supplement payment; to North Star Advocacy Center for yearly payout from Adult Abuse Fund; Sheriff to Service Lube for vehicle repair/maintenance; to Meyer Auto for vehicle repair; to Modern Samurai Project for training.

**Reviewed:** The Commission reviewed the following information received by mail or email:

- Schraeder Law Firm Statement
- Summary Report from Northwest Regional Communications Center
- Sheriff's Monthly Report (January 2024)
- Juvenile Justice Preservation Fund report
- Extension Council 2023 Annual report

## County Government Day

The Commission spent the morning meeting with local students for County Government Day.

**Lunch Break** – Burns made a motion to adjourn for lunch. Walk seconded the motion. All in favor.

**Building Maintenance** – Reviewed a quote from Keller Fire on fire alarm inspection. No decisions made. Spoke with Ben Gazaway, Cornerstone Roofing, regarding the porch roofs at the Courthouse. A call was put in to Geist Heating and Air Conditioning, Inc. to discuss the removal of units off the porch roofs.

**Workman's Chapel Cemetery** – Spoke with James Workman on the CD for the cemetery. A CD was renewed for the cemetery.

**Opioid Funds** – Reviewed documents regarding allowed usage of the Opioid funds.

**Kringle Christmas Lighting** – Jonathan Aley, owner, stopped in to discuss a credit the county has with his company. Aley will bring the tote of lights in to store at the Administration Building.

**Independence Township** – Returned a call to a resident of Independence Township regarding concerns on Road #180 & #188.

**American Rescue Plan Act (ARPA)** – Returned a call to a Tiffany McGinness regarding a request for funds. Funds are all currently obligated, so no new appointments are being set at this time. Spoke with James Tieney regarding availability of funds for cemetery upkeep in the county. All available funds have been obligated so no funds were committed.

**Adjournment** - Walk made a motion to commission adjourn until 2/13/2024. Burns seconded the motion. The motion passed by vote: Walker (Yes); Burns (Yes); Walk (Yes.)

## Signature

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Melinda Patton, County Clerk

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Bill Walker, Presiding Commissioner

# Nodaway County Commission

February 13, 2024

13<sup>th</sup> Day

JANUARY TERM

**Convene** - Presiding Commissioner Bill Walker called the meeting of the Nodaway County Commission to order at 8:00 a.m. on February 13, 2024 at the Commissioner's Office. Attendance: Present: Walker, Chris Burns and Scott Walk. Also present: Melinda Patton, County Clerk.

**Approval of Agenda and Prior Minutes** - Commissioner Burns made a motion to approve the agenda as presented. Walk seconded the motion. The motion passed by vote: Walker (Yes); Burns (Yes); Walk (Yes.) Walk made a motion to approve prior commission minutes dated 2/8/24. Burns seconded the motion. The motion passed by vote: Walker (Yes); Burns (Yes); Walk (Yes.)

**Approved:** Clerk Fee Report

**Accounts Payable:** N/A

**Requisitions:** County Clerk to Dominion Voting Systems for equipment.

**Reviewed:** The Commission reviewed the following information received by mail or email:

- LAGERS Contribution Rate (updated)
- Reviewed contract from Thomas' Lawn Care, LLC

**Building Maintenance** – Reviewed a proposal from Geist Heating and Air Conditioning, Inc. for remove/replace A/C units on porch roof at the Courthouse. Due to the leak issue, the Commission has declared this an emergency and will move forward to initiate this project. A call was put in to both Cornerstone Roofing and Geist Heating to coordinate the project. Signed the Annual Inspection of Fire Sprinkler System and/or Backflow Preventers at the Administration Building with Continental Fire Sprinkler Company.

**Tenaska Clear Creek Wind Project** – Received the annual donation payment of \$15,000 from Tenaska. The Commission discussed the donation of the funds and decided to do \$5,000 each to North Star Advocacy Center, St. Francis Foundation and the Nodaway County Community Building. Calls were put in to Megan Jennings, Brent Cline, Linda Mattson and Bob Lager to schedule a time to distribute the funds. Cline will be available on March 7<sup>th</sup> at 10:00 a.m. to present the checks.

**Regional County Commission Meeting** - The Commission RSVP'd to Holt County for the quarterly regional meeting to be held March 21<sup>st</sup> in Holt County.

**Independence Township** – A resident of Independence Township stopped in to discuss Road #197 & #198.

**Opioid Claims** – Reviewed documents regarding a United States Bankruptcy Court Southern District of New York Chapter 11 documents. The Commission opted to Accept the Plan and to appoint the Chairperson as special proxy to vote in favor of the Scheme at the relevant Scheme Meeting and any adjournment thereof.

**Road and Bridge** – Brian Engle, Road and Bridge Supervisor gave project updates. An advertisement has been put together with all sealed bids on a 2024 Utility Service box and installation to be turned in to the office of the County Clerk no later than March 5, 2024 at 9:00 a.m. at which time all sealed bids will be opened in the office of the County Commission. Also discussed the Cintas contract. A message was left for a Cintas representative to call back.

**CART Rock** – The Commission approved the advertisement for the 2024 CART Rock bid. The bid was sent out to the paper. Closing date for all sealed bids is 10:00 a.m. on March 19, 2024 in the office of the County Clerk. Sealed bids will be opened at that time in the office of the County Commission.

**Lunch Break** – Burns made a motion to adjourn for lunch. Walk seconded the motion. All in favor.

**Inspections** – Inspected Bridge #741 (BRO-R074(65)) in Grant Township with Larry Jacobson, Snyder and Associates and Engle. Also, in White Cloud Township, looked at Road #763 and a slab bridge on Road #764.

**Building Maintenance** – Approved paint colors and counter improvements in the Circuit Clerk's office.

**Adjournment** - Walk made a motion to commission adjourn until 2/15/2024. Burns seconded the motion. The motion passed by vote: Walker (Yes); Burns (Yes); Walk (Yes.)

**Signature**

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Melinda Patton, County Clerk

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Bill Walker, Presiding Commissioner

# Nodaway County Commission

February 15, 2024

14<sup>th</sup> Day

JANUARY TERM

**Convene** - Presiding Commissioner Bill Walker called the meeting of the Nodaway County Commission to order at 8:00 a.m. on February 15, 2024 at the Commissioner's Office. Attendance: Present: Walker, Chris Burns and Scott Walk. Also present: Melinda Patton, County Clerk.

**Approval of Agenda and Prior Minutes** - Commissioner Walk made a motion to approve the agenda as presented. Burns seconded the motion. The motion passed by vote: Walker (Yes); Burns (Yes); Walk (Yes.) Walk made a motion to approve prior commission minutes dated 2/13/24. Burns seconded the motion. The motion passed by vote: Walker (Yes); Burns (Yes); Walk (Yes.)

**Approved:** Invoice to Coenen Enterprises, Inc.

**Accounts Payable:** #83821-83852

**Requisitions:** Road and Bridge to MFA for oil; to Beemer Muffler for materials.

**Road and Bridge** – Brian Engle, Road and Bridge Supervisor gave project updates. A message was left for a Cintas representative to call back.

**Consolidated 911** – Reviewed an email from Greg McDanel, City of Maryville City Manager on expenditures for upcoming voter education efforts on the Central Dispatch Sales Tax on the April ballot.

**Softmatch Credit** – Reviewed a request from Daviess County for Softmatch trade. Daviess County has requested a \$350,000 trade.

**Transportation Alternatives Program (TAP) Grant** – Bids for the Courthouse ramp project funded through the TAP grant were opened. One bid was received from JD Bishop. The engineering firm, Snyder and Associates, will review the information for approval. Also present: Dustin Steeby, JD Bishop, Andy Macias, Larry Jacobson and Tony McGaughy, Snyder and Associates and Engle.

**Voices and Votes, Democracy in America** – Holly Cronk stopped in to discuss the Voices and Votes program and requested a letter of support be written by the Commissioners.

**Great River Engineering** – Spoke with Lindsey Chaffin regarding the Softmatch Credit letter from Daviess County. Letter was signed and sent on to Chaffin.

**Lunch Break** – Walk made a motion to adjourn for lunch. Burns seconded the motion. All in favor.

**Inspections** – Inspected Bridge #396 and Road #442 in Jackson Township.

**White Cloud Township** – Spoke with a resident about closure of the southwest end of Road #763.

**Snyder and Associates** – Spoke with Andy Macias on the phone. Macias reviewed the TAP grant budget. A motion was made by Burns to accept the bid from JD Bishop. Walk seconded. All were in favor. A letter was reviewed and signed to Marty Liles, District Engineer with the Missouri Department of Transportation (MODOT.)

**Adjournment** - Burns made a motion to commission adjourn until 2/20/2024. Walk seconded the motion. The motion passed by vote: Walker (Yes); Burns (Yes); Walk (Yes.)

**Signature**

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Melinda Patton, County Clerk

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Bill Walker, Presiding Commissioner

# Nodaway County Commission

February 20, 2024

15<sup>th</sup> Day

JANUARY TERM

**Convene** - Presiding Commissioner Bill Walker called the meeting of the Nodaway County Commission to order at 8:00 a.m. on February 20, 2024 at the Commissioner's Office. Attendance: Present: Walker and Chris Burns. Also present: Melinda Patton, County Clerk. Not present: Scott Walk after 8:30.

**Approval of Agenda and Prior Minutes** - Commissioner Burns made a motion to approve the agenda as presented. Walker seconded the motion. The motion passed by vote: Walker (Yes); Burns (Yes.) Burns made a motion to approve prior commission minutes dated 2/15/24. Walker seconded the motion. The motion passed by vote: Walker (Yes); Burns (Yes.)

**Approved:** Invoice to Sleek Creek

**Accounts Payable:** #83853-83878

**Requisitions:** Sheriff to MTE for office equipment.

**Reviewed:** The Commission reviewed the following information received by mail or email:

- Sales Tax / Use Tax / Road and Bridge Special Sales Tax Report
- Monroe Township Financial Statement
- Natural Heritage Review information on BRO-R074(64)

**Building Maintenance** – A call was put in to Garnet Plumbing regarding an Administration Building restroom.

**Grant Township** – A resident of Grant Township stopped in to inquire about the status of a road.

**Safe Streets 4 All** – Attended a Zoom webinar lead by Amy Dowis, Northwest Missouri Regional Council of Governments reviewed the Safe Streets 4 All program. The Commission will review information on Speed Trailers that will be sent by Dowis.

**Nodaway County Enhanced Enterprise Zone (EEZ)** – The Commission conducted a Public Hearing for the Nodaway County Enhanced Enterprise Zone. Walker called the meeting to order and turned the meeting over to Josh McKim, Director of Nodaway County Economic Development. McKim gave a brief background of the Nodaway County EEZ and then reviewed the proposed addendum. McKim opened the meeting up to questions. The Commission will review and discuss the proposed addendum on Thursday, February 22, 2024. Also present: Darrell Johnson, City of Graham, Kay Wilson, Nodaway News Leader, Skye Pournazari, Maryville Forum, Lisa Macali, Economic Development, Marilyn Jenkins, Collector/Treasurer, Rex Wallace, Assessor and Patton.

**Transportation Alternatives Program (TAP) Grant** – Reviewed documents sent by Larry Jacobson, Snyder and Associates, on the TAP grant bid process.

**Lunch Break** – Burns made a motion to adjourn for lunch. Walker seconded the motion. All in favor.

**Voices and Votes, Democracy in America** – A letter of support was drafted and signed.

**Workman Cemetery** – James Workman stopped in to discuss the Workman Cemetery.

**Inspections** – Inspected Road #487 and #1056 in Polk Township.

**Hughes Township** – Spoke with a resident about Bridge #877.

**Adjournment** - Burns made a motion to commission adjourn until 2/22/2024. Walker seconded the motion. The motion passed by vote: Walker (Yes); Burns (Yes.)

**Signature**

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Melinda Patton, County Clerk

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Bill Walker, Presiding Commissioner

# Nodaway County Commission

February 22, 2024

16<sup>th</sup> Day

JANUARY TERM

**Convene** - Presiding Commissioner Bill Walker called the meeting of the Nodaway County Commission to order at 8:00 a.m. on February 22, 2024 at the Commissioner's Office. Attendance: Present: Walker, Chris Burns (until 11:30 then out for training) and Scott Walk. Also present: Melinda Patton, County Clerk.

**Approval of Agenda and Prior Minutes** - Commissioner Walk made a motion to approve the agenda as presented. Walker seconded the motion. The motion passed by vote: Walker (Yes); Walk (Yes.) Burns made a motion to approve prior commission minutes dated 2/20/24. Walker seconded the motion. The motion passed by vote: Walker (Yes); Walk (Yes.)

**Approved:** Duplicate Liquor License for address change for the Benevolent Protective Order of Elks dba Lodge 760.

**Accounts Payable:** N/A

**Requisitions:** Sheriff to Hy-Vee and Falls City Mercantile for inmate food and supplies; Collector/Treasurer to Devnet for equipment.

**Reviewed:** The Commission reviewed the following information received by mail or email:

- Thank you notes from North Star Advocacy Center and NWMO Regional Council of Governments
- Opioid Settlement: Contingent Fee Application information

**Jackson Township** – Spoke with grader operator, Mark Rush, regarding a tube on Road #442.

**Road and Bridge** – Reviewed bridge projects for 2024-25. The Commission, along with Brian Engle, Road and Bridge Supervisor traveled to Bridge #338 and #350 in Nodaway Township.

**Safe Streets 4 All** – Reviewed information on Speed Trailers sent by Amy Dowis, Regional Planner at NWMO Regional Council of Governments. The Commission plans to discuss this information with Commissioners of neighboring counties at their County Commission Association of Missouri (CCAM) training next week. Dowis requested feedback by March 6, 2024.

**Missouri Highway Patrol** – Angela McIntyre and Chief Henman met with the Commission regarding possible space for the driver's testing. No space is available in county buildings that fit their requirements.

**Nodaway County Enhanced Enterprise Zone (EEZ)** – The Commission discussed the proposed addendum changes to the Nodaway County Enhanced Enterprise Zone (EEZ) Ordinance #10122011. Walk made a motion to approve the addendum as presented. Burns seconded. All were in favor. The motion carried. The Addendum will be numbered #10122011-A02222024.

**Solar and Wind Projects** – Returned a call to United Rentals out of St. Joseph regarding status of the solar project. Returned a call to Brian Short regarding a road within the Constellation Power wind project. Short was referred to Missouri Department of Transportation (MoDOT) as the road referenced is a state road.

**Union Township** – Spoke with resident regarding a tube on Katydid Road. The Commission plans to look at the tube in question and get back to the landowner.

**Mozingo Advisory Board** – The Nodaway County representative seat on the Mozingo Advisory Board is currently vacant. The Commission reviewed an application from Dr. Terry Long for this seat. The Commission plans to discuss the appointment on February 27, 2024 at 11:30.

**Lunch Break** – Walk made a motion to adjourn for lunch. Walker seconded the motion. All in favor.

**Inspections** – Inspected Roads #812 on the Polk/Monroe line, and #1088 Polk Township. Bridges #867 in Hughes, #910 in White Cloud, and #1038 in Washington Townships.

**Polk Township** – Resident called concerning a road and stop sign issue in Polk Township.

**Adjournment** - Walk made a motion to commission adjourn until 2/27/2024. Walker seconded the motion. The motion passed by vote: Walker (Yes); Walk (Yes.)

**Signature**

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Melinda Patton, County Clerk

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Bill Walker, Presiding Commissioner



