

**ADAIR COUNTY COMMISSION MINUTES
MONDAY, FEBRUARY 8, 2021
4TH DAY JANUARY ADJOURNED**

The Adair County Commission convened at 8:30 a.m. on February 8, 2021 in the Courthouse at Kirksville. All Commissioners were present.

At 9:30 a.m., the Commission met to appoint the Adair County Health Director for 2021. They had previously requested correspondence from the Board of Directors of the Health Department regarding their choice of Administrator.

The Board stated that the current Administrator, Jim LeBaron, had shown dedication and leadership in coordinating and promoting health and wellness to the citizens of Adair County. Also, he had done an excellent job in using Cares Act money to meet the needs of keeping the public safe. (please see order No. 7)

Based on the information, Commissioner King moved to re-appoint Jim LeBaron as the Administrator of the Adair County Public Health Department. Commissioner Thompson seconded the motion due to the Board's recommendation. Presiding Commissioner Shahan concurred commenting that the decision was based on the recommendation from the board. All voted in favor of the motion. The Commission had not received any opposition to the current Administrator.

At 10:30 p.m., the Commission acted on applications from organizations within Adair County for funding from the Coronavirus Aid, Relief and Economic Security (CARES) Act.

Commissioner King moved to approve an application from Curtain Call Theatre Co. in the amount of \$6,769.72 (Application #164). Commissioner Thompson seconded the motion. Presiding Commissioner Shahan concurred. All voted in favor of the motion.

Commissioner King moved to approve an application from High Five Sports, LLC in the amount of \$20,119.89 (Application #150). Commissioner Thompson seconded the motion. Presiding Commissioner Shahan concurred. All voted in favor of the motion.

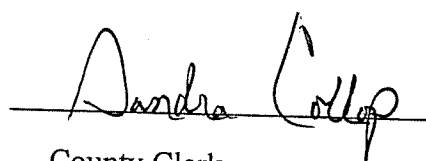
NOTE: There will be an accounting adjustment for the \$8,919.72 NEMO RPC CARES request administrative fee approved by the Commission on February 3, 2021. It will be paid out of General Revenue as Professional Services in the Miscellaneous Fund.

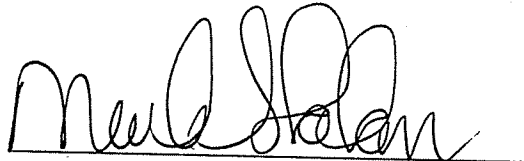
At 1:00 p.m., the Commission met spoke with a representative of E-Maintenance Software. They will send a detailed presentation of the information available to meet the needs of the Road and Bridge Department.

Adair County Clerk, Sandra Collop, reported that the County had received information from the Missouri Department of Revenue that their records indicate that the monthly fee of \$1.00 on a subscriber of any communications service that has been enabled to contact 911 for the purpose of funding 911 service in the county is set to **expire October 1, 2023.**

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ATTEST:


County Clerk


Presiding Commissioner, Mark Shahan

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Their original letter sent to the County and dated September 13, 2019 (see attached) misstated the fee would become effective and collection begin effective October 1, 2019, with no expiration date.

The County requested clarification of the September 13, 2019 letter. Dawn Rader from the Missouri Department of Revenue contacted their Legal Department regarding the October 1, 2023 date provided on the original ballot of April 2, 2019. If Adair County wants to extend the monthly subscriber fee beyond the October 1, 2023 date provided on the original ballot, the issue would have to be put on a ballot and voted on again.

Mrs. Collop will send the information to the Director of E-911.


The Adair County Commission adjourned at 4:00 p.m. on February 8, 2021.

Unscheduled Public Walk-Ins and other Non-Agenda Items for Monday, February 8, 2021:

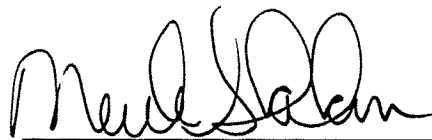
None

Continued on page 215.

ATTEST:



County Clerk



Presiding Commissioner, Mark Shahan

**ADAIR COUNTY COMMISSION MINUTES
MONDAY, FEBRUARY 8, 2021**

Continued from page 214.

IN REF. ORDER NO 8 Letter to Appoint 2021 Adair County Health Director and Adair County Health Department letter of support for current Administrator, Jim LeBaron

ADAIR COUNTY COMMISSION
 Adair County Courthouse
 106 W. Washington St
 Kirksville, MO 63501
 Phone: 660-665-2283

Mark Shahan, Presiding Commissioner
 William King, 1st District Commissioner
 Mark Thompson, 2nd District Commissioner
 Fax: 660-783-3233

February 8, 2021

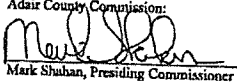
RE: County Health Officer for 2021

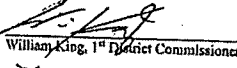
To Whom It May Concern:

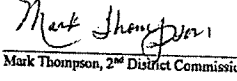
The Board of Directors of the Adair County Health Department affirmed that the current Administrator, Jim LeBaron, had shown dedication and leadership in coordinating and promoting health and wellness to the citizens of Adair County. Also, he had done an excellent job in using Cares Act money to meet the needs of keeping the public safe.

Based on this information, Commissioner Bill King moved to re-appoint Jim LeBaron the Director of the Public Health Center (Adair County Health Department) as County Health Officer for 2021 under Section 205.100 RSMO. Second District Commissioner, Mark Thompson, seconded the motion for appointment. Presiding Commissioner, Mark Shahan, concurred. All voted in favor of the motion.

Adair County Commission:


 Mark Shahan, Presiding Commissioner


 William King, 1st District Commissioner


 Mark Thompson, 2nd District Commissioner

Co: Jim LeBaron
 Adair County Health Department

ADAIR COUNTY HEALTH DEPARTMENT
 Home Health Agency
 In Cooperation with the
 MISSOURI DEPARTMENT OF HEALTH & SENIOR SERVICES

RECEIVED
 FEB 11 2021
 ADAIR COUNTY CLERK

Phone: (660) 665-8491
 Fax: (660) 827-2913

1001 S. Jamison
 Kirksville, MO 63501

January 29, 2021


To: The Adair County Commissioners

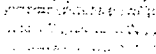
This is a letter to show support and confidence in Jim LeBaron, the Administrator of the Adair County Public Health Department. Jim has shown dedication and leadership in coordinating and promoting health and wellness to the citizens of Adair County.


Jim does a good job managing the daily operation of the health department. His leadership and communication with the employees provide a pleasant work environment and encourages teamwork to effectively meet the health needs of the public. He oversees staff to assure emergency preparedness, food safety, WIC, Home Health Care, Health Education, Disease Tracking, Drive through Vaccine Clinics, etc. He manages the budget well and looks for ways to increase revenue through grants and services. Jim is well prepared for board meetings. He skillfully communicates the financial information and the monthly department operations. He readily answers questions and readily listens to suggestions from the board.

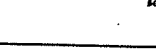
The Covid-19 pandemic has put a severe burden on the health department with its limited staff and budget. Jim has done an excellent job in using Cares Act money to meet the needs of keeping the public safe. He has acquired additional supplies, hired additional staff, added phone lines to accommodate the massive number of calls, coordinated the contact tracings, increased coordination with community health agencies and the public through emails, phone calls, and press releases. He has coordinated with the state in assuring that we are following state and CDC protocols. Jim and the health department staff have done a good job handling the added burden of this pandemic.


The ACHD Board of Trustees has confidence in Jim's ability as Administrator of the ACHD in maintaining and promoting health to the citizens of Adair County. It is worth noting that Lori Guffey RN, the Assistant Administrator, is an experienced and skilled public health nurse. She and Jim complement each other and work very well together.


 Vern Playle, ACHD Chairperson


 Patsy Jones, Vice Chairperson

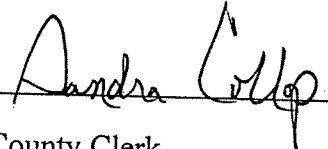

 Theresa Hewitt, Treasurer

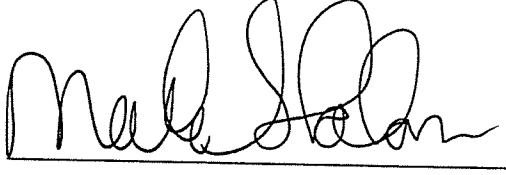

 Sharon Tuttle, Secretary


 Shirley Riley, Member at Large

** AN EQUAL OPPORTUNITY EMPLOYER **
 services provided on a nondiscriminatory basis

Continued on page 216.

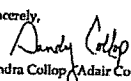

ATTEST: 
 County Clerk

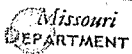

 Presiding Commissioner, Mark Shahan

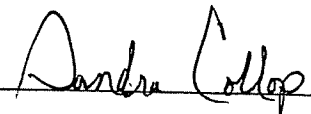
ADAIR COUNTY COMMISSION MINUTES MONDAY, FEBRUARY 8, 2021

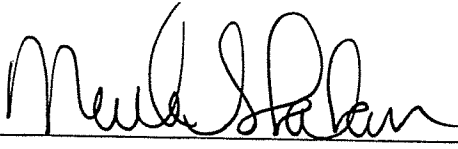
Continued from page 215.

IN REF. ORDER NO 9 September 18, 2019 and February 8, 2021 letters from Missouri
Department of Revenue regarding expiration date on April 2, 2019
ballot for E-911 monthly subscriber fee

<p style="text-align: center;"><u>SANDRA COLLOP</u> ADAIR COUNTY CLERK 106 W. Washington Kirksville, MO 63501 (660) 665-3350 Fax (660) 785-3233</p> <p>February 8, 2021</p> <p>E-911 Director City of Kirksville 201 S. Franklin Kirksville, MO 63501</p> <p>RE: 911 Monthly Subscriber Fee</p> <p>Dear E-911 Director,</p> <p>The County of Adair has been contacted by the Missouri Department of Revenue that their records indicate that the monthly fee of \$1.00 on a subscriber of any communications service that has been enabled to contact 911 for the purpose of funding 911 service in the county is set to expire October 1, 2023.</p> <p>Their letter dated September 13, 2019 (see attached) stated the fee will become effective and collection will begin effective October 1, 2019, with no expiration date.</p> <p>The County requested clarification of the September 13, 2019 letter. Dawn Rader from the Missouri Department of Revenue contacted their Legal Department regarding the October 1, 2023 date provided on the original ballot. If Adair County wants to extend the monthly subscriber fee beyond the October 1, 2023 date provided on the original ballot, the issue would have to be put on a ballot and voted on again.</p> <p>If you have any questions, please do not hesitate to call.</p> <p>Sincerely,  Sandra Collop, Adair County Clerk Attachments CC: Adair County Treasurer, Lori Smith Adair County Commission</p>	<div style="text-align: right;">  MISSOURI DEPARTMENT OF REVENUE Telephone: (573) 751-4876 Fax: (573) 522-1160 E-mail: localgov@dor.mo.gov </div> <hr/> <div style="text-align: center;"> <p>RECEIVED</p> <p>FEB 8 2021</p> <p>ADAIR COUNTY CLERK</p> </div> <p>February 8, 2021</p> <p>Dear Sir or Madam:</p> <p>The Department of Revenue's records indicate that the monthly fee of \$1.00 on a subscriber of any communications service that has been enabled to contact 911 for the purpose of funding 911 service in the county is set to expire October 1, 2023.</p> <p>If you wish to continue this tax, you must seek approval from the voters within the county of Adair. The effective date of the extension of an existing tax is the first day of the first calendar quarter after the Department is notified of the extension. If the voters approve the extension of the tax, please send the Department a certified copy of the ordinance extending the tax, copy of the ballot and the certified election results within ten days after the election.</p> <p>If you require additional information, please contact the Taxation Division at the above address, telephone number, fax number, or e-mail.</p> <p>Sincerely,</p> <p style="text-align: center;">TAXATION DIVISION</p>
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<p>Taxation Division Post Office Box 3380 Jefferson City, Missouri 65105-3380</p> <p>Adair County Adair County Clerk 106 West Washington Kirksville, MO 63501</p> <p>September 13, 2019</p> <p>Dear Sir or Madam:</p> <p>The Department of Revenue received notification as required by Section 190.445, RSMo, that the county of Adair County has imposed a monthly fee of \$1.00 on a subscriber of any communications service that has been enabled to contact 911 for the purpose of funding 911 service in the county. This fee will become effective October 1, 2019, with no expiration date.</p> <p>Prior to the effective date, the Department will notify any communications service operating within the city/county of the new fee.</p> <p>Monthly 911 subscriber fee distributions are distributed by means of electronic funds transfers. You must complete an ACH Transfer Agreement for Local Political Subdivisions (Form 5507) and return it to the Administration Division, Investment and Cash Management Office, P.O. Box 87, Jefferson City, Missouri 65105-0087. You may obtain forms on the Department's website at http://dor.mo.gov/forms/. Please indicate in the Other field that this ACH is for 911 Emergency Services Fee. The Department must receive the agreement on or before the 15th day of the month prior to the date the agreement becomes effective to allow sufficient time for processing.</p> <p>If you require additional information, please contact the Taxation Division at the above address, telephone number, fax number, or e-mail.</p> <p>Sincerely,</p> <p style="text-align: center;">TAXATION DIVISION</p>	<div style="text-align: right;">  MISSOURI DEPARTMENT OF REVENUE Telephone: (573) 751-4876 Fax: (573) 522-1160 E-mail: localgov@dor.mo.gov </div> <hr/> <div style="text-align: center;"> <p>RECEIVED</p> <p>SEP 13 2019</p> <p>ADAIR COUNTY CLERK</p> </div>
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ATTEST: 
County Clerk


Presiding Commissioner, Mark Shahan