

ADAIR COUNTY COMMISSION MINUTES
TUESDAY, JUNE 3, 2014
14TH DAY APRIL ADJOURNED

The Adair County Commission convened at 8:30 a.m. on June 3, 2014 in the Courthouse at Kirksville. All Commissioners were present.

The Commission received via Ivan Schraeder, Adair County Legal Counsel, a Memorandum of Filing of Affidavit of Matthew Holt" and the" Respondent's Memorandum in Support of His Motion to Dismiss" both prepared by Louis J. Leonatti of the Law Offices of Leonatti & Baker in Mexico, Missouri.

The Commission will continue to review the documents and discuss the information with Mr. Schraeder at a later date.


Adair County Clerk, Sandra Collop, reported she had received correspondence from the Law Offices of Leonatti & Baker concerning the payment of their bill for legal services. The bill had been reduced from charges the Commission did not feel pertained to the County.

The Sheriff's Department received a maximum \$400 reimbursement grant titled July 4th DWI Enforcement Campaign. The grant covers July 2 - 6, 2014 and was issued thru the Missouri Department of Transportation's Traffic and Highway Safety Division. The University of Central Missouri holds the subaward/subcontract agreement. Presiding Commissioner signed off on the grant.

The Commission spent the rest of the day attending to County business.

The Adair County Commission adjourned at 4:00 p.m. on June 3, 2014.

IN REF. ORDER NO 20 July 4th DWI Enforcement Campaign



Notice of Eligibility and Statement of Work

The Highway Safety Office - MoDOT has identified Adair County Sheriff's Dept. as eligible to participate in:
JULY 4TH DWI ENFORCEMENT CAMPAIGN

The UCM Subaward/Subcontract agreement commits a specific funding level for your agency to use for reimbursement of actual overtime salary and fringe up to the Maximum Reimbursable Amount, listed below. Full-time, part-time and reserve officers are eligible to participate in overtime enforcement campaigns. Part-time and reserve officers must have the same authority as a full-time permanent officer.

Those officers conducting standardized field sobriety testing must have 24 hours of SFST training to participate in grant funded enforcement efforts.

* Please note the Maximum Reimbursable Amount

JULY 4 TH DWI ENFORCEMENT CAMPAIGN	*Maximum Reimbursable Amount
July 2 - 6, 2014	\$ 400

Participation in this enforcement campaign requires that your agency:

- Complete the highlighted sections of the UCM Subaward/Subcontract Agreement to include:
 - Agency Federal Tax ID #
 - Agency Address
 - The required TWO DIFFERENT signatures. (These are typically a Chief, Sheriff or Authorized Official AND the Enforcement Administrator for your department)
- The TWO signatures on the submitted UCM Subaward/Subcontract Agreement must match the TWO signatures that will appear on the Overtime Enforcement Manpower Report Form. If there is an issue with obtaining the same signature's, a memo must be submitted explaining the reason for the difference.
- If the "Authorizing Official" also works the enforcement campaign a different authorizing official would need to sign the Overtime Enforcement Manpower Report Form then a memo must be submitted explaining the reason for the difference in signatures between the UCM Subaward/Subcontract Agreement and the Overtime Enforcement Manpower Report Form. The Authorizing Official cannot approve THEIR-OWN hours worked.
- Return (fax to 660-543-4482, or scan then email) the completed UCM Subaward/Subcontract Agreement, no later than July 2, 2014 to:
 - Lindsay Smithson, email: smithson@ucmo.edu; Fax: 660-543-4482; Phone: 660-543-4392
- Upon receipt of the completed UCM Subaward/Subcontract Agreement your agency will receive an email message including the following enforcement documents:
 - Pre & Post News Release Examples
 - Overtime Enforcement Manpower Report Form
 - Enforcement Checklist
 - Highway Safety On-Line Mobilization Reporting Instructions
- Notice - Upon campaign completion, the Overtime Enforcement Manpower Report Form must be submitted to the Missouri Safety Center by the deadline of **NO LATER THAN Friday, August 22, 2014**. (Overtime Enforcement Manpower Report Forms submitted beyond the reporting deadline may not be reimbursed.)

On behalf of Missouri Department of Transportation's Traffic and Highway Safety Division and the Missouri Safety Center we appreciate your willingness to assist in making our roadways safer for all.

Missouri Safety Center - UCM Supported through MoDOT's Traffic and Highway Safety Division

RECEIVED

University of Central Missouri Subaward/Subcontract Agreement

Institution/Organization ("UNIVERSITY") Name: University of Central Missouri Address: Missouri Safety Center Humphreys, Suite 200 Warrensburg, MO, 64093	Adair County Sheriff's Dept. (COLLABORATOR) Agency Federal Tax ID #: 43-600012 Agency Address: 215 N. Franklin Kirksville, Mo 63501
Source Awarding Agency (if applicable): Missouri Department of Transportation, Traffic & Highway Safety Division	CFDA No. (if applicable): 20.607
Period of Performance: July 2 - 6, 2014	Amount of Award: \$ 400
Project Title: July 4 th DWI Enforcement Campaign	

Terms and Conditions

University hereby awards a cost reimbursable contract, as described above, to Collaborator. The statement of work and budget for this contract are shown in the Notification of Eligibility to Participate. In its performance of work under the terms of this agreement, Collaborator shall be an independent entity and not an employee or agent of University.

- All invoicing and reporting will follow the guidelines and restrictions as set out in the attached statement of work. By signing this form you agree to abide by the terms set forth in the statement of work and comply with all requirements therein.
- All payments shall be considered provisional and subject to adjustment within the total estimated cost in the event such adjustment is necessary as a result of an adverse audit finding against the Collaborator.
- Matters concerning the technical performance of this agreement, no cost extensions, a request or negotiation of any changes in terms, conditions, or amounts, and any changes requiring prior approval, should be directed to University's project director as noted in the signature block of this form. Any such changes made to this agreement require the written approval of each party's Authorized Official.
- Each party shall be responsible for its recipient acts or omissions and the recipient acts or omissions of its employees, officers, or directors, to the extent allowed by law.
- Either party may terminate this agreement with thirty days written notice to the appropriate party's Administrative Contact, as shown in Attachment 3. If applicable, University shall pay Collaborator for termination costs as allowable under OMB Circular A-87, OMB Circular A-21, OMB Circular A-122, or the Federal Acquisition Regulation, whichever applies.
- This agreement is subject to the terms and conditions of the Prime Award, Project No. 14-154-AL-062, and other special terms and conditions.
- This agreement shall be governed and construed in accordance with the laws of the State of Missouri.
- By signing below Collaborator certifies and assumes:
 - It is compliant with 41 CFR Chapter 60 as defined by the U. S. Department of Labor
 - It is compliant with OMB Circular A-102
 - It complies with OMB Circular A-133 and it will notify University of completion of required audits and of any adverse finding which impact this subaward
 - Its Federal appropriated funds have been paid or will be paid by or on behalf of the Collaborator, in any process for reimbursement or issuance to an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the entering into of any cooperative agreement, and the extension, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
 - If any funds other than Federal appropriated funds have been paid or will be paid to any person for reimbursement or issuance to an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the Collaborator shall complete and submit Standard Form 298, "Disclosure Form to Report Conflicts," to the University.
- Neither party's principals are presently detained, suspended, proposed for detention, declared ineligible or voluntarily excluded from participation in this transaction by any Federal department or agency.

Signature: <i>Jan B. Uls</i> Date: June 2, 2014 Name: Joseph Vaughn, Dean/Graduate Extended Studies Title: Director of UNIVERSITY:	Signature: <i>Robert Haab</i> Date: June 2, 2014 Name: Robert Haab Title: Enforcement Administrator of COLLABORATOR:
Signature: <i>Steve Pickett</i> Date: June 2, 2014 Name: Mr. Terry J. Butler, MSC, Project Director Phone Number: 660-401-3588 Email: smitlor@ucmo.edu	Signature: <i>Steve Pickett</i> Date: 6-3-14 Name: Steve Pickett Title: Agency Phone Number: Agency Email Address:

Missouri Safety Center - UCM Supported through MoDOT's Traffic and Highway Safety Division

ATTEST: *Sandra Collop*
 County Clerk

Steve Pickett
 Presiding Commissioner