

BILL No. 2026-03

RESOLUTION No. \_\_\_\_\_

A RESOLUTION OF THE CITY OF WEST PLAINS, MISSOURI AUTHORIZING THE MAYOR TO EXECUTE AN AGREEMENT WITH THE HOWELL COUNTY HEALTH DEPARTMENT FOR ENVIRONMENTAL PUBLIC HEALTH SERVICES.

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF WEST PLAINS, MISSOURI AS FOLLOWS:

Section 1: The mayor is hereby authorized and directed to execute an agreement with the Howell County Health Department from April 1, 2026, to March 31, 2027, for services and fees as outlined in Exhibit A (attached).

Section 2: This resolution shall be in full force and effect from and after the date of its passage and approval.

PASSED AND APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_.

CITY OF WEST PLAINS, MISSOURI

BY: \_\_\_\_\_  
MAYOR MICHAEL TOPLIFF

ATTEST:

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CITY CLERK KELLIE MAYERS

## Howell County Health Department



**Public Health**  
Prevent. Promote. Protect.  
[www.howellcountyhealth.com](http://www.howellcountyhealth.com)

Justin Frazier, Administrator  
Howell County Health Department  
180 Kentucky  
West Plains, MO 65775

1/30/26

Kellie Mayers  
City Clerk – City of West Plains  
P.O. Box 710  
West Plains, MO 65775

Dear Kellie:

Enclosed is the Howell County Health Department's Proposal for Environmental Services for the City of West Plains years 2026 & 2027. No increases are being sought for this contract year. If you have any questions or if I need to send these materials to others, please let me know. I can be reached at 256-7078, or by email at [justin.frazier@lpha.mo.gov](mailto:justin.frazier@lpha.mo.gov)

Thank you,

*Justin Frazier*

Justin Frazier  
Administrator-Howell County Health Department

180 KENTUCKY AVENUE WEST PLAINS, MISSOURI 65775 417.256.7078

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# Howell County Health Department



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## PROPOSAL FOR CITY OF WEST PLAINS FROM HOWELL COUNTY HEALTH DEPARTMENT, TO PROVIDE ENVIRONMENTAL PUBLIC HEALTH SERVICES APRIL 1, 2026 - MARCH 31, 2027

Environmental Public Health Specialist Services Salary & Fringes

(Including wages, SS/MC, SUI, Medical

Insurance and 2% Annuity)	\$25,025.00
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Travel/Training/Expense	\$750.00
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Education Materials Supplies	\$250.00
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Supplies	\$1,150.00
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Printing	\$400.00
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Telephone	\$425.00
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Total	\$28,000.00
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Average Monthly Cost: \$2,333

Services to be provided: Inspections conducted in cooperation with the Missouri Department of Health and Senior Services and the City of West Plains Ordinance. Requirements for food service establishments, which include: restaurants, taverns, retail - twice a year. Temporary establishments as needed, Manufacturers, etc. Complaints - food services establishments, Food borne outbreaks - food service establishments, Education and training to providers and the community, all inspection reports are posted on HCHD website, Preparing inspection reports for distribution to local media. Emergency Response to ensure food safety for flood, fire, power outages, boil orders, truck wrecks and other instances in which public health is at risk.

Submitted: January 30, 2026

*Justin Frazier*

Justin Frazier, Administrator

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