



COLE COUNTY COMMISSION MINUTES
Agenda for the Commission of Cole County
For Tuesday, February 9, 2016

(Commission is in session as posted beginning at 9:00 am, unless otherwise noted. The Commission will handle administrative matters between the hours of 8:00 am and 4:30 pm daily)

1. CALL TO ORDER

CALL TO ORDER:

The Cole County Commission met with Presiding Commissioner Sam Bushman, Eastern District Commissioner Jeff Hoelscher, Western District Commissioner Kris Scheperle, Tammy Boeschen (Historic City of Jefferson), Assessor Chris Estes, Auditor Kristen Berhorst, Deputy Auditor Danielle Patterson, Collector Larry Vincent, Jim Casey (Cole County Special Services), Public Works Director Larry Benz, County Engineer Eric Landwehr, Road Superintendent Larry Bishop, Finance Debbie Malzner, Recorder Ralph Bray, Counselor Jill LaHue, Deputy Clerk Lynne Reinkemeyer, present.

2. MINUTES & REPORTS RECEIVED AND FILED

3. COMMISSIONER COMMITTEE LIAISON REPORTS

4. ANNOUNCEMENTS OF OTHER UPCOMING MEETINGS AND EVENTS

5. APPOINTMENTS BY COMMISSION

DISCUSSION:

Jim Casey, Cole County Special Services, informed the Commissioners that Dr. Michael Wilson does not wish to remain on the Cole County (Residential) Special Services Board. Commissioner Bushman stated he would look into Dr. Wilson's replacement.

MOTION:

Commissioner Hoelscher made a motion to reappoint Thomas Quinn, Susie Register, Dan Renfrow, Mike Rehagen and Gavin Allan to the Cole County (Residential) Special Services Board. Commissioner Scheperle seconded the motion. The motion passed by a vote of: Commissioner Bushman (Yes), Commissioner Hoelscher (Yes), Commissioner Scheperle (Yes).

DISCUSSION:

Discussion was held regarding the Cole County Public Works Boards/Committees, which included appointments, reappointments, length of term limits, by-laws and how often meetings should be held for these committees/boards. County Engineer Eric Landwehr handed out a spreadsheet listing Cole County Public Works Boards/Committee members, along with the Cole County Park Committee By-Laws, Cole County Traffic & Safety Advisory Board By-Laws and the Cole County Road & Bridge Advisory Board By-Laws.

MOTION:

Commissioner Hoelscher made a motion to appoint Don Hillis to Public Works Road and Bridge Advisory Committee. Commissioner Scheperle seconded the motion. The motion passed by a vote of: Commissioner Bushman (Yes), Commissioner Hoelscher (Yes), Commissioner Scheperle (Yes).

6. COMMISSION COMMENTS

7. BIDS & CONTRACTS

MOTION:

Commissioner Hoelscher made a motion to sign the agreement between the **Cole County Historical Society and Cole County in the amount of \$7,000.00**. Commissioner Bushman seconded the motion. The motion passed by a vote of:

Commissioner Bushman (Yes), Commissioner Hoelscher (Yes), Commissioner Scheperle (No).

DISCUSSION:

County Engineer Eric Landwehr recommended the Commission to approve and sign the agreement for professional engineering services with Bartlett & West, Inc. for Project No. 2016-801-0 (Liberty Road Bridge Replacement), in the amount of \$90,100.00. Commissioner Scheperle inquired about the process taken for recommendation. Engineer Landwehr stated they use the 100 point breakdown and he had budgeted the cost of this project to be \$125,000.00, with completion date in the Spring of 2017. Commissioner Scheperle asked Engineer Landwehr to provide him with a copy of the 100 point breakdown used for recommendation.

MOTION:

Commissioner Hoelscher made a motion to approve and sign the **Agreement for Professional Engineering Services between Cole County and Bartlett & West, Inc., for Project No. 2016-801-0 (Liberty Road Bridge Replacement)**. Commissioner Scheperle seconded the motion. The motion passed by a vote of: Commissioner Bushman (Yes), Commissioner Hoelscher (Yes), Commissioner Scheperle (Yes).

DISCUSSION:

Discussion was held regarding approval and signing of Supplemental Agreement No. 1 – The Crossroads, Southtown Estates and Rustic Oaks Subdivisions Stormwater and Street Improvements Project No. 2015-801-0 in the amount of \$29,500.00. This project began over a year ago and the completion date should be in 2017 if the sales tax Countywide Proposition A passes in the April 5, 2016 election.

MOTION:

Commissioner Scheperle made a motion to approve and sign the **Supplemental Agreement No. 1 – The Crossroads, Southtown Estates and Rustic Oaks Subdivisions Stormwater and Street Improvements Project No. 2015-801-0 in the amount of \$29,500.00**. Commissioner Hoelscher seconded the motion. The motion passed by a vote of: Commissioner Bushman (Yes), Commissioner Hoelscher (Yes), Commissioner Scheperle (Yes).

8. UNFINISHED BUSINESS

9. NEW BUSINESS

Accounts Payable Review. No action was taken today.

DISCUSSION:

Discussion was held regarding Assessor Chris Estes' budget for 2016 requesting an increase of \$5,000.00 to the Assessor's salary line. This increase would help fund the new hire of a certified residential appraiser with five (5) years of experience. The current pay is \$30,000.00, but Assessor Estes would like to have the beginning salary be \$35,000.00. Estes stated he has three (3) applicants for this position that he is reviewing. The Assessor will have a Residential Appraiser 1 position still vacant. Estes also inquired if the Commission would agree to a MOU (Memorandum of Understanding) for a General Certified Appraiser, in the salary amount of \$40,000.00 to \$50,000.00, to perform commercial appraisals such as "big box type companies." The Commissioners agreed to approve the funds needed to fill the open positions when the time came.

MOTION:

Commissioner Hoelscher made a motion to approve the Assessor's 2016-2017 Assessment Maintenance Plan Agreement and Approval. Commissioner Scheperle seconded the motion. The motion passed by a vote of: Commissioner Bushman (Yes), Commissioner Hoelscher (Yes), Commissioner Scheperle (Yes).

DISCUSSION:

Discussion was held regarding the post marked date/postage meter stamp for payment of taxes. A taxpayer's payment was post marked January 4, 2016 and received in the Collector's office on January 6, 2016. The Commissioner's agreed the late filing penalty would not be waived.

10. OTHER ISSUES THAT HAVE COME BEFORE THE COMMISSION THIS DAY

MOTION:

Commissioner Scheperle made a motion to correct the ballot language for the Countywide Proposition A (capital improvements sales tax) for the April 5, 2016 election. Commissioner Hoelscher seconded the motion. The motion passed by a vote of: Commissioner Bushman (Yes), Commissioner Hoelscher (Yes), Commissioner Scheperle (Yes).

Cole County was recognized at the United Way luncheon as having the largest increase as a pacesetter for small business.

Donny Schulte looked into the handicap parking space between Courthouse and Courthouse Annex Building.

Some discussion was held on the County GIS Website.

Discussion held regarding tractor trailer trucks using the directions the Garmin, Google, etc. is giving them to arrive at the Correctional Facilities off Militia Drive. These directions are taking them to Osage City, which causes the trucks to have to turn around and at times will get stuck (and can/have cause(d) damage to property) and have to be towed by wrecker service.

Debbie Malzner stated the new County Website is going very well and Melissa is working great with CivicPlus. Debbie also informed the Commissioners the security at the Juvenile Center was in the last phase.

11. ADJOURNMENT

Commission will stand in recess until 4:30 p.m.

Commission adjourned at 4:30 p.m.

Presiding Commissioner

Eastern District Commissioner

Western District Commissioner