



**COLE COUNTY COMMISSION MINUTES**  
**Agenda for the Commission of Cole County**  
**For Tuesday, October 18, 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 Schepeler, EMS Kevin Wieberg, Rodney Dyché, John Smith, Nathan Schmitz, Nicole Linhardt and Norman Forman, Facilities Director Greg Camp, Health Department Director Kristi Campbell, Purchasing Agent Jennifer Prenger, Auditor Kristen Berhorst, Finance Debbie Malzner, Clerk Steve Korsmeyer, 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. COMMISSION COMMENTS

6. BIDS & CONTRACTS

**MOTION:**

Commissioner Schepeler made a motion to **award Bid No. 2016-33 Natural Gas to Pro Solutions, LLC (not to include the Prenger Family Center)**. Commissioner Hoelscher seconded the motion. The motion passed by a vote of: Commissioner Bushman (Yes), Commissioner Hoelscher (Yes), Commissioner Schepeler (Yes).

**MOTION:**

Commissioner Schepeler made a motion to **award Bid No. 2014-32: Unarmed Security Guard Services - Renewal Two (2016-2017) to Securitas Security Services USA**. Commissioner Hoelscher seconded the motion. The motion passed by a vote of: Commissioner Bushman (Yes), Commissioner Hoelscher (Yes), Commissioner Schepeler (Yes).

**MOTION:**

Commissioner Schepeler made a motion to sign the **Contract For Unarmed Security Guard Services 2014-32 Renewal Two (2016-2017) between the County of Cole and Securitas Security Services USA**. Commissioner Hoelscher seconded the motion. The motion passed by a vote of: Commissioner Bushman (Yes), Commissioner Hoelscher (Yes), Commissioner Schepeler (Yes).

7. UNFINISHED BUSINESS

Health Director Kristi Campbell stated she has contacted local wellness centers/gyms regarding membership discounts for County employees. When Campbell has heard back from her contacts she will inform the Commissioners of discounts offered. Director Campbell also stated Capital Region is challenging the City, County and Schools to complete in a weight loss/wellness challenge.

8. NEW BUSINESS

Accounts Payable Review - No action taken today.

**DISCUSSION:**

Discussion was held regarding the annual election for CERF retirement for 2017. Finance Malzner stated in 2010 the

County started paying an additional 4% for full-time employees CERF retirement benefits hired on or after February 25, 2002, which is currently \$27,000.00 a month. The employee is vested and will receive benefits after eight (8) years of service. Additional discussion included part-time employees who work 1,000 hours or more in a year now pay 6% towards CERF retirement. The County does not pay anything towards part-time employee's CERF retirement benefits at this time. If the County should pay 4% of the current part-time employees' CERF retirement benefits it would cost the County \$15,000.00 to \$16,000.00 per year.

**MOTION:**

Commissioner Hoelscher made a motion to approve and **sign the Annual Election For CERF Retirement for 2017 for Full-Time Employees.** Commissioner Bushman seconded the motion. The motion passed by a vote of: Commissioner Bushman (Yes), Commissioner Hoelscher (Yes), Commissioner Scheperle (Yes).

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

EMS John Smith introduced the new EMS Supervisors to the Commissioners; Norman Forman (Daytime Supervisor), Nicole Linhardt (Night Supervisor) and Nathan Schmitz (Night Supervisor). Smith also stated they are wrapping up interviews for the dispatcher positions, have interviewed for EMT's and Valerie, who was a part-time County employee, was hired on full-time as the administrative assistant.

EMS Rodney Dyché stated they have received 10-11 resumes for the EMS Director's position and will forward the resumes to the Commissioners for their review. Dyché also stated he is looking into the fleet maintenance operations of EMS.

Assessor Chris Estes has requested a transfer of funds to pay for the ad printed in the News Tribune regarding timely filing for yearly assessment forms. The Commissioner's denied the request.

Discussion was held regarding overtime pay (1-1/2 times) in a week(s) that a Holiday falls. The Commissioner's agreed the 1-1/2 times would only be paid when forced working is required, like during the week when an election is held (ex: November 8, 2016). All other overtime pay would be at regular pay.

Commissioner Hoelscher inquired about the storage of property/evidence in County buildings and whether to address this issue when the situation/request arises. Commissioner Scheperle stated incidents/accidents should be reported to the Commissioners when it happens.

Finance Debbie Malzner stated the last part of the online BS & A software is now available for employees. This is an employee portal which allows access to their pay stubs, W-2's, change direct deposit information, withholdings, dependents and emergency contacts. Malzner also stated there was low turnout on Monday for open enrollment for 2017 Health Insurance, Aflac and Cafeteria Plan.

10. ADJOURNMENT

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

Commission adjourned at 4:30 p.m.

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Presiding Commissioner

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Eastern District Commissioner

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Western District Commissioner