



COLE COUNTY COMMISSION MINUTES

Agenda for the Commission of Cole County
For Tuesday, May 21, 2019

(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 and Western District Commissioner Kris Schepeler, Auditor Kristen Berhorst, Deputy Auditor Danielle Patterson, Public Works Director Larry Benz, Juvenile Court Administrator Michael Couty, News Tribune Jeff Haldiman, Health Department Director Kristi Campbell, AJ Johnson, Michelle Brade, Bryan Thompson, Nicole Linhardt, Candice Wright (Emergency Medical Services), EMS Deputy Director Stephan Moffatt, Joe Gassner and Brandon Mebruer (Health Department), IT Director Brian Ridenhour, Purchasing Agent Jennifer Prenger, Circuit Clerk Dawnel Davidson, Recorder Judy Ridgeway, EMS Director Matthew Lindewirth, Counselor Jill LaHue, Teri Rogers (Circuit Clerk's Office), Collector Larry Vincent, 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 sign the Cooperative Purchase Agreement with Marco for a new Copier/Printer for Department of Public Works (in the amount of \$5,412.93 - 2019-CP20)**. Commissioner Hoelscher seconded the motion. The motion passed by a vote of: Commissioner Bushman (Yes), Commissioner Hoelscher (Yes), Commissioner Schepeler (Yes).

7. UNFINISHED BUSINESS

The Commission went back into Session at 10:50 a.m. regarding the real estate purchase of 209 Adams Street.

MOTION:

Commissioner Schepeler made a **motion to approve and sign the Amendment to Contract for Sale of Real Estate (209 Adams Street) between Lenore T. Weldon and the County Of Cole, with the closing date changing from May 20, 2019 to June 12, 2019**. Commissioner Hoelscher seconded the motion. The motion passed by a vote of: Commissioner Bushman (Yes), Commissioner Hoelscher (Yes), Commissioner Schepeler (Yes).

8. NEW BUSINESS

Commissioner Bushman **presented A Proclamation to Cole County Emergency Medical Services** employees in recognition the week of May 19, 2019 through May 25, 2019 as Emergency Medical Services Week.

MOTION:

Commissioner Scheperle made a **motion to approve the Accounts Payable Review pending final review (see Invoice Journal Proof Report)**. Commissioner Bushman seconded the motion. The motion passed by a vote of: Commissioner Bushman (Yes), Commissioner Hoelscher (Abstain), Commissioner Scheperle (Yes).

BUDGET ADJUSTMENT

2nd and Final Reading of Budget Adjustment #5 in the amount of \$106,853.92 for the Law Enforcement Fund for MUSTANG Asset Forfeiture. Commissioner Scheperle made a motion to approve and sign Budget Adjustment # 5. Commissioner Hoelscher seconded the motion. The motion passed by a vote of: Commissioner Bushman (Yes), Commissioner Hoelscher (Yes), Commissioner Scheperle (Yes).

BUDGET ADJUSTMENT

2nd and Final Reading of Budget Adjustment #6 in the amount of \$4,854.50 for the EMS Fund for Insurance. Commissioner Scheperle made a motion to approve and sign Budget Adjustment #6. Commissioner Hoelscher seconded the motion. The motion passed by a vote of: Commissioner Bushman (Yes), Commissioner Hoelscher (Yes), Commissioner Scheperle (Yes).

DISCUSSION:

Juvenile Court Administrator Michael Couty, along with County Auditor Kristen Berhorst, **was present to discuss with the Commissioners Youth Specialist positions (I & II) at the Prenger Family Center.** Currently, there are five (5) full-time employees with degrees at the Center. **Couty is asking for a position/title change for two employees to move from Youth Specialist I to Youth Specialist II,** which would be an increase in pay of an estimated couple thousand dollars a year for each one. There is money in the 2019 budget to fund this change for the remainder of this year. In addition, there is an employee retiring this year and the replacement for this retired employee would be hired at a lower salary, which would help compensate for these changes in future years. Couty is requesting approval of the position/title change and pay to help retain good employees, who also have education/specialization in their position at the Prenger Center. The Commissioners approved the request of Couty.

DISCUSSION:

Circuit Clerk Dawnel Davidson and Teri Rogers were present to discuss with the Commissioners the need of new copy machines for the Court. The current copy machines are 6-7 years old and some have made over 250,000 copies and not all the current machines are the same brand, causing more manual work for updating information. Rogers stated she has had 4 service calls for the month of May already. The current machines were leased by the County initially, but are now owned by the County, with the exception of paying so much per copy per month and this cost includes maintenance. Rogers recommended Ricoh Company to purchase new machines from with an estimated cost of \$38,000.00, and Ricoh giving the County credit on the current machines if we purchase the new ones by May 30, 2019. There is \$10,500.00 in the Circuit Clerk's 2019 budget for leasing equipment. Commissioner Scheperle requested additional information on cost, state contract quotes, cost per copy, etc. Circuit Clerk Davidson will email Scheperle the information requested. No further action taken today.

DISCUSSION:

Health Department Director Kristi Campbell, Joe Gassner, Brandon Mebruer, and IT Director Brian Ridenhour were present discuss the current Environmental Inspection Software with the Commissioners. The current software contract the County has with Decade/Accela is up in June 2019 and is no longer fully functional for the needs of the Health Department. IT Director Ridenhour stated the upgrade for the 2008 servers needs to be completed by 2020. **A handout was provided from the Health Department for 2019 Inspection Software Providers, listing four (4) bids. The recommendation is to contract with Jolt Software, who offers a reduced rate for annual payment or the option to pay monthly.** The Commissioners are in agreement with the recommendation. Director Campbell will meet with Counselor LaHue to review if a termination letter to Decade/Accela is required.

BUDGET ADJUSTMENT:

1st Reading of Budget Adjustment #7 in the amount of \$1,800.00 for the General Fund for Insurance. No action taken today.

BUDGET ADJUSTMENT:

1st Reading of Budget Adjustment #8 in the amount of \$7,500.00 for the General Fund for Insurance. No action taken today.

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

Commissioner Hoelscher spoke of a letter received from the Supreme Court regarding Pre-Trial Services, the status of Ameren Appeal(s), the different Port Authority Town Meetings and the status of them (meeting is scheduled for June 4, 2019) and the VW Trust of \$5,000,000.00 wondering if the County is eligible for any monies.

Finance Malzner stated she needs some dates so she can schedule interviews for the HR Consultant Position and who

will be on the interview board.

A pay form was requested to be signed for Mary Ann, Assessor's Office, who has been promoted to Chief Deputy.

10. 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