



COLE COUNTY COMMISSION MINUTES

**Agenda for the Commission of Cole County
For Tuesday, July 2, 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, Western District Commissioner Kris Scheperle, Captain Aaron Bolinger, Sheriff John Wheeler, J. Rick Mihalevich (Heartland Port Authority Chair), Health Director Kristi Campbell, Donna Seidel (Health Department), Recorder Judy Ridgeway, Assessor Chris Estes, Jacky Wood (Assessor's Office), News Tribune Jeff Haldiman, IT Director Brian Ridenhour, Public Works Director Larry Benz, Counselor Jill LaHue, Deputy Auditor Jennifer Prenger, Auditor Kristen Berhorst, Alexandria Williams (KOMU 8), EMA Coordinator Bill Farr, Deputy Clerk Lynne Reinkemeyer, present.

2. MINUTES & REPORTS RECEIVED AND FILED

FEES: June 2019 Recorder Fees Filed
June 2019 Clerk Fees Filed

REPORTS: June 2019 Auditor's Report Filed

3. COMMISSIONER COMMITTEE LIAISON REPORTS

4. ANNOUNCEMENTS OF OTHER UPCOMING MEETINGS AND EVENTS

5. COMMISSION COMMENTS

6. BIDS & CONTRACTS

MOTION:

Commissioner Scheperle made a **motion to sign the Construction Contract between Higgins Asphalt Paving, Inc. and the County of Cole for the 2019 Cole County Downtown Complex Upgrades Project No. 2019-504-1 (in the amount of \$40,805.00)**. Commissioner Hoelscher seconded the motion. The motion passed by a vote of: Commissioner Bushman (Yes), Commissioner Hoelscher (Yes), Commissioner Scheperle (Yes).

MOTION:

Commissioner Scheperle made a **motion to approve and sign the First Watch Contract Addendum (EMS)**. Commissioner Hoelscher seconded the motion. The motion passed by a vote of: Commissioner Bushman (Yes), Commissioner Hoelscher (Yes), Commissioner Scheperle (Yes).

7. UNFINISHED BUSINESS

8. NEW BUSINESS

MOTION:

Commissioner Scheperle **made a motion to approve the Accounts Payable Review pending final review.**

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 #9 in the amount of \$3,735.77 for the Law Enforcement Fund for Insurance. Commissioner Scheperle made a motion to approve and sign amended Budget Adjustment #9. 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 #10 in the amount of \$12,566.00 for the General Fund for Insurance. Commissioner Scheperle made a motion to approve and sign amended Budget Adjustment #10. Commissioner Hoelscher seconded the motion. The motion passed by a vote of: Commissioner Bushman (Yes), Commissioner Hoelscher (Yes), Commissioner Scheperle (Yes).

DISCUSSION:

Donny Schulte, Court Marshal, was present discuss and approve the Evacuation Procedure Manual for the County Courthouse. Discussion also included addressing the same manual for all county buildings.

MOTION:

Commissioner Scheperle **made a motion to approve the Evacuation Procedure Manual/Emergency Plan Reference Guide for the Cole County Courthouse as submitted.** Commissioner Hoelscher seconded the motion. The motion passed by a vote of: Commissioner Bushman (Yes), Commissioner Hoelscher (Yes), Commissioner Scheperle (Yes).

DISCUSSION:

Health Department Director Kristi Campbell was present to discuss Health Department positions, which included current vacancies, promotion, hiring a nurse in a vacant position and adding a Health Educator position on staff, who would be a certified health coach. Campbell stated the Health Department is getting busier due to an increase in requests from schools, communities, etc. The Commissioners agreed to wait until budget time to add additional staff.

BUDGET ADJUSTMENT:

1st Reading of Budget Adjustment #11 in the amount of \$9,713.00 for the Law Enforcement Fund for Surplus Property. No action taken today.

DISCUSSION:

Auditor Kristen Berhorst presented the Commissioners with proposed language, which included conflict of interest, setting standards and disciplinary action for Cole County Purchasing Policies. Berhorst stated the County needed to be compliant with the Federal Contract Law. The Commissioners agreed to set the monetary standard at \$25.00. Auditor Berhorst will update the policy and request approval at next week's Commission Meeting.

MOTION:

Commissioner Scheperle **made a motion to sign the Fidelity Bond Application/Commercial Crime Coverage Application for Governmental Entities (Naught-Naught Insurance Agency).** Commissioner Hoelscher seconded the motion. The motion passed by a vote of: Commissioner Bushman (Yes), Commissioner Hoelscher (Yes), Commissioner Scheperle (Yes).

DISCUSSION:

Assessor Chris Estes was present to discuss with the Commissioners why a pay form has not been signed for one of his employees. Estes stated he hired the employee as a residential real estate supervisor and she needs to be paid for this position. Estes also said he has always had three (3) supervisor positions in his office until this last year when the position was let go by someone other than him. Discussion was held regarding payroll grids/titles, duties, vacancies, etc. The supervisor position Estes is requesting the Commissioners to approve and sign the pay form will require \$9,000.00 to fund the position. Commissioner Scheperle stated the Assessor's office has great things going on with new hires, the new system (Devnet) and other issues. No action taken on Estes' request for pay form to be signed.

DISCUSSION:

Some discussion was held regarding the Heartland Port Authority MASBDA Grant, with Rick Mihalevich (Chair of the Heartland Port Authority) being present. The Commissioners agreed to help fund up to \$7,000.00 on this grant.

9. CLOSED SESSION

Commissioner Scheperle made a **motion to go into Closed Session at 10:34 a.m.** Pursuant to Section 610.021 of the Revised Statutes of Missouri, the Commission will go into Closed Session to discuss the following: Personnel Issues

[Section 610.021(3)]. Commissioner Hoelscher seconded the motion. The motion passed by a roll call vote of: Commissioner Bushman (Yes), Commissioner Hoelscher (Yes), Commissioner Scheperle (Yes).

RECONVENE:

Commissioner Bushman made a **motion to go out of Closed Session at 11:25 a.m. and reconvene as the Cole County Commission.** Commissioner Scheperle seconded the motion. The motion passed by a vote of: Commissioner Bushman (Yes), Commissioner Hoelscher (Yes), Commissioner Scheperle (Yes).

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

Auditor Berhorst spoke of the policy on surplus property asking the Commissioners if they were in agreement with IT Director Brian Ridenhour to contract with a company to destroy old computer equipment instead of going to surplus. The Commissioners were in agreement, but stated all old equipment would need to go through Ridenhour first. Berhorst will write up a policy and present to the Commissioners.

Public Works Director Larry Benz and Health Department Director Kristi Campbell spoke about complaints the Health Department has been receiving regarding mosquitos especially due to all the flooding, with the main area of complaints being Osage City area. Benz stated water will be standing from the flooding for the remaining of the summer and asked the Commissioners what the County can do for this problem, stating in the past the County has only fogged on County Roads (no private roads). The Commissioners agreed to fog the County roads in the Osage City area around dusk 2-3 times a week and address private roads as complaints are received. Commissioner Hoelscher stated due to extenuating circumstances, fogging may help mitigate future problems.

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