



**COLE COUNTY COMMISSION MINUTES**  
**Agenda for the Commission of Cole County**  
**For Tuesday, August 28, 2018**

(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, Deputy Auditor Danielle Patterson, Facilities Director Greg Camp, Sheriff John Wheeler, Public Works Director Larry Benz, Road Superintendent Larry Bishop, Cary Gampher (The Architects Alliance, Inc.), EMA Coordinator Bill Farr, Assessor Chris Estes, Purchasing Agent Jennifer Prenger, Captain Aaron Bolinger, Juvenile Court Administrator Michael Couty, News Tribune Jeff Haldiman, Counselor Jill LaHue, EMS Deputy Director Stephen Moffatt, EMS Director Matthew Lindewirth, Finance Debbie Malzner, Ben Dennison, David Perkins and David Clark (Shriners), IT Director Brian Ridenhour, Ed Williams (Citizen), Janet Weckenborg (Capital Region Medical Center), Linda McAnany (Retired), Randy Allen, Missy Bonnot, Angi Baugher, Shaun Sappenfield, Bill Plank, James Stark, Jason Otke and Beth Schwartz (JC Chamber of Commerce), Carrie Tergin (City of Jefferson), Janet Wear-Enloe (SSM), Bob LNM Unknown (resident), Lonna Trammell (Ameren Missouri), Brian Bernskoetter (RJ Scherr & Associates), Phil Freeman (Freeman Mortuary), Darren Heckman (High 5 Communications), Rodney Bax (Providence Bank), Ed Martin (Observer), Sr. Assistant Road Superintendent Cliff Lepper, Deputy Clerk Lynne Reinkemeyer, present.

2. MINUTES & REPORTS RECEIVED AND FILED

**REPORT:** Collectors 2018 Property Tax Sale Results (Held Monday, August 27, 2018)

3. COMMISSIONER COMMITTEE LIAISON REPORTS

4. ANNOUNCEMENTS OF OTHER UPCOMING MEETINGS AND EVENTS

5. PRESENTATIONS FROM STAFF, CONSULTANTS & INVITED GUESTS

**A presentation was made by Randy Allen and Bill Plank (Jefferson City Area Chamber of Commerce) and Brian Bernskoetter (RJ Scherr & Associates), on Economic Development Request for Proposal (RFP).** A proposal handout was provided titled "Cole County Economic Development Services Presentation", along with seven (7) letters of reference on behalf of the Chamber.

6. COMMISSION COMMENTS

7. BIDS & CONTRACTS

**MOTION:**

Commissioner Scheperle made a motion to **approve and sign the Classified Proof of Single Feasible Source Advertisement for 2018-SS06 Zuercher Server Upgrade and to approve the purchase of the upgrade server with Zuercher.** Commissioner Hoelscher seconded the motion. The motion passed by a vote of: Commissioner Bushman (Yes), Commissioner Hoelscher (Yes), Commissioner Scheperle (Yes).

**DISCUSSION:**

No action taken today on the Natural Gas (2016-33R2) Renewal.

**MOTION:**

Commissioner Scheperle made a **motion to sign the Mobile Data Terminal (MDT) Award Letter from Missouri Police Chiefs Charitable Foundation - MPCCG (in the amount of \$6,955.18 per unit including installation - 3 units were awarded to Cole County Sheriff's Office)**. 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 sign the 2018 Emergency Management Performance Grant (EMPG) Award from the State Emergency Management Agency - SEMA (in the amount of \$134,852.00, of which fifty percent is local match sharing. The performance period is January 1, 2018 through December 31, 2018)**. 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 sign the Maintenance and Service Agreement between Cole County and Accurate Controls, Inc.** 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 award Sleepy Hollow Estates Subdivision Payment Replacement and Stormwater Project No. 2018-203-1 & 2018-503-1 to S & A Equipment & Builders and sign the Construction Contract between S & A Equipment & Builders and the County of Cole (in the amount of \$257,575.99)**. 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 sign the Memorandum of Understanding Between Missouri Department of Health And Senior Services (DHSS) and Cole County Health Department (effective September 1, 2018 through August 31, 2019)**. 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

Commissioner Bushman introduced **Stephen Moffatt as the new EMS Deputy Director**.

**MOTION:**

Commissioner Scheperle made a **motion to approve 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).

**DISCUSSION:**

Commissioner Bushman **opened the Public Hearing for Setting the 2018 Tax Levy**. No one was present to comment on the 2018 Tax Levy.

**MOTION:**

Commissioner Bushman made a **motion to close the 2018 Tax Levy Public Hearing**. Commissioner Scheperle 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 set the 2018 Tax Levy for General Revenue at the Tax Rate of .0707 and the 2018 Tax Levy for Road and Bridge at a Tax Rate of .2725**. Commissioner Hoelscher seconded the motion. The motion passed by a vote of: Commissioner Bushman (Yes), Commissioner Hoelscher (Yes), Commissioner Scheperle (Yes).

**DISCUSSION:**

Health Director Kristi Campbell and **Shriner representatives (David Perkins, Ben Dennison and David Clark) were present to discuss the Shriners partnering with the Cole County Health Department to offer their services**. The representatives asked for the use of one room at the Health Department Building to provide their services to children under the age of 18. The programs they provide services to include Missouri Child Identification Program (MOCHIP) and the Shriners Hospital. The Shriners will carry their own insurance. Signage/Emblem for

the Shriners to be displayed at the Health Department was discussed. The Commissioners were in agreement to move forward with this partnership.

**MOTION:**

Commissioner Scheperle made a **motion to sign the Agreement with George E. Sansoucy (for services of the 2013 Appeal Remand on Ameren Natural Gas Appeals not to exceed fees of \$40,000.00)**. Commissioner Hoelscher seconded the motion. The motion passed by a vote of: Commissioner Bushman (Yes), Commissioner Hoelscher (Yes), Commissioner Scheperle (Yes).

**DISCUSSION:**

Discussion was held regarding whether the **County should update their Personnel Policy Handbook or if a new handbook should be implemented**. The Committee has reviewed documents Finance Malzner received from a consultant some time ago on personnel policy. In addition, the Committee has reviewed the County's current handbook identifying some changes and additions needing to be added and adhered to within all County offices. This personnel policy handbook can be an ever changing document. Discussion also included if the County should hire a Human Resource professional, who has expertise in this field, to review our current policy. The Commissioners agreed for **Purchasing Agent Jennifer Prenger to obtain pricing/bids for these services** and bring the information back to them for review.

**DISCUSSION:**

Sheriff Wheeler and Cary Gampher, with **Architects Alliance for Professional Services, was present to discuss the empty/shell floor in the Law Enforcement Building and planning options available to fill this space**. This empty/shell floor had a cost of \$1.7 to \$1.8 when the building was originally constructed and is approximately 27,000 feet unfinished (3 sections). Sheriff Wheeler recommended the Commissioner sign an agreement with Architects Alliance pending review of the County Counselor. This agreement would include a facility assessment of this floor and the projected cost to finish the floor for the needs of the County. In addition, Architects Alliance would reassess the current Law Enforcement Building. The estimated cost for this agreement is \$57,000.00, with the monies coming out of the Sheriff's contingency fund. No action taken today on this recommendation.

**DISCUSSION:**

Discussion was held regarding the **Capital Sales Tax projects**. Finance Malzner went over the current list of projects, payments, balances and went over items that can be completed in 2018. The Commissioners agreed to complete the following projects in 2018; Waste Hauling of Old Fuel, Tank System, Sealing Driveway at the Courthouse, Carnegie Lighting for Parking, Commission Copy Machine, Carnegie Parking Lot and Repave the Driveway and possibly move IT to the Law Enforcement Building.

**MOTION:**

**Commissioner Scheperle made a motion to sign the Surplus Titles** (Prenger Family Center - 1998 Ford Fodor Vin/2FAFP73WOWX150804 and Cole County Sheriff's Department - 2013 Dodge Fodor Vin/2C3CDXAG7DH670544, 2013 Ford Fodor Vin/1FM5K8AR1DGC73601, 2013 Ford Utility Vin/1FM5K8AR0DGA68710 and 2011 Chevrolet Fodor Vin/2G1WD5EMXB1263748). 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 award Bid No. 2018-32: Health Department Improvements - Doorway and Shower Installation (Project #1) & Window Replacement (Project #2) Alternate Bid to GBH Builders, Inc.** Commissioner Bushman seconded the motion. The motion passed by a vote of: Commissioner Bushman (Yes), Commissioner Hoelscher (No), Commissioner Scheperle (Yes).

**MOTION:**

Commissioner Scheperle made a **motion to approve and sign the Contract with GBH Builders, Inc. for the Health Department Improvements Project #1 and Project #2 Alternate Bid (Bid No. 2018-32), pending review of the County Counselor approval**. 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 award Bid No. 2018-33: Propane Provision & Service to Three Rivers Propane**. Commissioner Hoelscher seconded the motion. The motion passed by a vote of: Commissioner Bushman (Yes), Commissioner Hoelscher (Yes), Commissioner Scheperle (Yes).

**10. CLOSED SESSION –**

Commissioner Scheperle made a motion to go into Closed Session at 11:26 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(13)]. 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 Scheperle made a motion to go out of Closed Session at 1:25 p.m. and reconvene as the Cole County Commission. Commissioner Hoelscher seconded the motion. The motion passed by a vote of: Commissioner Bushman (Yes), Commissioner Hoelscher (Yes), Commissioner Scheperle (Yes).

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

(Emergency Procurement) - Discussion was held regarding the wireless access point being out of service on two of EMS ambulances. EMS Director Lindewirth asked the Commissioners approval to purchase one MG90 Device (Wireless Modem & Router) to see if this will work before purchasing for the entire fleet. Lindewirth is not sure the cost to install the device. The Commissioners agreed to purchase and install one MG90 at this time.

Commissioner Bushman received a post card dated July 29, 2018 from the Federal Aviation Administration Southwest Regional Office regarding completion of an aeronautical study (ASN - 2018-ACE-1975-OE).

12. 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