



COLE COUNTY COMMISSION MINUTES

Agenda for the Commission of Cole County
For Tuesday, February 11, 2020

(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 Kris Schepeler, Auditor Kristen Berhorst, Sheriff John Wheeler, Facilities Director Greg Camp, News Tribune Jeff Haldiman, Finance Debbie Malzner, Captain Aaron Bolinger, Purchasing Agent Jessica Bryant, Health Director Kristi Campbell, Health Department Donna Seidel, Recorder Judy Ridgeway, Treasurer Eric Peters, Deputy Treasurer Mark Ruether, Pre-Trial Services Richard Lee, Court Marshal Donny Schulte, Deputy Clerk Lynne Reinkemeyer, present.

2. MINUTES & REPORTS RECEIVED AND FILED

FEES: January 2020 Sheriff Fees Filed

REPORT(S): January 2020 Treasurer's Reconciliation Report Filed
January 2020 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 Schepeler made a **motion to approve the Sole Source Advertisement for Axon Enterprises for Tasers and Taser Supplies for the Sheriff's Office.** 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 approve the Sole Source Advertisement for C & C Group for HVAC for County Maintenance Department.** Commissioner Hoelscher seconded the motion. The motion passed by a vote of: Commissioner Bushman (Yes), Commissioner Hoelscher (Yes), Commissioner Schepeler (Yes).

MOTION:

Commissioner Bushman made a **motion to approve the Sole Source Advertisement for Accurate Controls Inc. for Security Supplies for Security Upgrade for the Sheriff's Office.** Commissioner Hoelscher seconded the motion. The motion passed by a vote of: Commissioner Bushman (Yes), Commissioner Hoelscher (Yes), Commissioner Schepeler (No).

7. UNFINISHED BUSINESS

DISCUSSION:

Court Marshal Donny Schulte and Richard Lee, with **Pre-Trial Services**, was present to discuss with the

Commissioners the Pre-Trial Services program, which included Jail and Pre-Trial Services (PTS) Yearly report for 2015 through 2019 and the 2019 Jail PTS Report. In addition, Richard Lee spoke about Randy Cole will be leaving the PTS Program April 1, 2020 and would like to have a replacement for him before April 1, 2020 for training purposes of the program. Lee also stated he will be out on medical leave himself for approximately four (4) months this year and himself and Butch Shipley are tentatively planning to retire in March 2021. Lee and Schulte indicated they would like to hire two full-time positions now due to medical reasons and retirements within this next year. Neither part-time employee in the PTS Program is interested in going full-time. Both Lee and Schulte stressed highly the importance of hiring the ideal employee(s) to replace the employees leaving to maintain the integrity of the program and integrity with judges, law enforcement, etc., stating experience in probation and parole, law enforcement and court system knowledge would/should be a requirement. Lee and Finance Malzner are working on the job description for the full-time position and will the ad and post on the County website. No further action taken today.

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 #1 in the amount of \$3,583.03 for the EMS Enterprise Fund.

Commissioner Scheperle made a motion to approve and sign Budget Adjustment #1. 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 the County's priority/most important **Capital Projects for 2020**. Facilities Director Greg Camp was present to provide his recommendation on the projects to be completed. A hand out was provided listing the projects by buildings with estimated costs. Finance Malzner asked the Commissioners if they would be interested in having an architect to look at the County buildings and give their recommendations on the County can/should do with the buildings. The Commissioners were not in agreement with the idea of contacting an architect. The Commissioners agreed to move forward with the following projects at this time; the elevator at the Carnegie Building, HVAC at Public Works, Clock/Bell at the Courthouse and the County's phone system (with Sheriff and EMS funds to help with the cost of the phone system).

DISCUSSION:

Auditor Berhorst was present to discuss with the Commissioners the pay scale for the EMS Deputy Chief's position. Berhorst stated the Deputy Chief's salary was approved but did not fall on the pay scale/grid and the step increase did not fall within his years of service. An email from EMS Director Matthew Lindewirth to Auditor Kristen Berhorst dated January 30, 2020 regarding the proposed pay chart for EMS Deputy Chief was provided.

MOTION:

Commissioner Scheperle made a **motion to approve the Proposed Pay Chart presented for the EMS Deputy Chief Position**. Commissioner Hoelscher seconded the motion. The motion passed by a vote of: Commissioner Bushman (Yes), Commissioner Hoelscher (Yes), Commissioner Scheperle (Yes).

DISCUSSION:

Treasurer Eric Peters and Deputy Treasurer Mark Ruether were present to discuss the **County's current investments**. The following handouts were provided for discussion; Matured Investments as of January 31, 2020, Estimate of Availability of Funds to Invest (amounts in millions) as of February 11, 2020 (30-Day Projection), January 2020 Cole County Investment Report as of January 31, 2020 and the U. S. Department of Treasury Daily Treasury Yield Curve Rates as of February 11, 2020. The Commissioners agreed to invest \$3.5M in long term and \$1.5M in 30 Day Treasury at this time.

MOTION:

Commissioner Scheperle made a **motion to approve the purchase of two (2) DVR's for the County Jail (in the amount of \$7,220.00 with Brewster Alexander Quote dated January 31, 2020)**. Commissioner Hoelscher seconded the motion. The motion passed by a vote of: Commissioner Bushman (Yes), Commissioner Hoelscher (Yes), Commissioner Scheperle (Yes).

9. CLOSED SESSION

Commissioner Bushman made a **motion to go into Closed Session at 11:12 a.m.** Pursuant to Section 610.021 of the Revised Statutes of Missouri, the Commission will go into Closed Session to discuss the following: Responses to bids and negotiated contracts [Section 610.021(12)]. 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 11:45 a.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).

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

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