



COLE COUNTY COMMISSION MINUTES

**Agenda for the Commission of Cole County  
For Wednesday, July 10, 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, Auditor Kristen Berhorst, Health Director Kristi Campbell, David Bange (City of Jefferson), Taylor Gibbs and Keri Stuart (Congressman Blaine Luetkemeyer's Office), Jeff Haldiman (News Tribune), Public Works Director Larry Benz, Purchasing Agent Jessica Bryant, Finance Debbie Malzner, Counselor Jill LaHue, Deputy Auditor Jennifer Prenger, EMA Coordinator Bill Farr, Sheriff John Wheeler, Recorder Judy Ridgeway, Richard Lee (Pre-Trial Services), Deputy Clerk Lynne Reinkemeyer, present.

2. MINUTES & REPORTS RECEIVED AND FILED

**FEES:** June 2019 Sheriff Fees Filed

**REPORT(S):** June 2019 Treasurer's Reconciliation Report Filed

3. COMMISSIONER COMMITTEE LIAISON REPORTS

4. ANNOUNCEMENTS OF OTHER UPCOMING MEETINGS AND EVENTS

5. PRESENTATIONS FROM STAFF, CONSULTANTS, AND INVITED GUESTS

**David Bange was present to provide an update to the Commissioners on four (4) of the City/County Projects**, which included; Morris Packaging Rail Spur (County heading this project up and may need to do a change order), Dunklin Street (this project may not be completed by the completion date of November 27, 2019 due to the flooding), East High Street (go out to bid in October 2019) and Clark/Dunklin Area (no agreement has been signed, but a traffic study has been completed).

6. COMMISSION COMMENTS

7. BIDS & CONTRACTS

**MOTION:**

Commissioner Scheperle **made a motion to approve and sign Program Services Contract (WIC Local Agency Nutrition Services - Amendment #1 - October 1, 2018 through September 30, 2019)** between the Missouri Department of Health and Senior Services and Cole County Health Department. 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 Declaration to MO HealthNet for Women's Health Services.** Commissioner Hoelscher seconded the motion. The motion passed by a vote of: Commissioner Bushman (Yes), Commissioner Hoelscher (Yes), Commissioner Scheperle (Yes).

## 8. UNFINISHED BUSINESS

### **MOTION:**

Commissioner Scheperle **made a motion to approve and accept Cole County Purchasing Policies dated July 10, 2019.** Commissioner Hoelscher seconded the motion. The motion passed by a vote of: Commissioner Bushman (Yes), Commissioner Hoelscher (Yes), Commissioner Scheperle (Yes).

## 9. NEW BUSINESS

### **DISCUSSION:**

No action taken today on Accounts Payable Review.

### **DISCUSSION:**

Finance Debbie Malzner informed the Commissioners the **Committee recommended to enter into an agreement with Moresource, from Columbia, Missouri, for the HR Consultant Services.** Malzner stated there would actually be two agreements; one for hourly services not to exceed \$15,000.00 annually beginning July 2019 running through July 2020 and one for reviewing, editing and modernizing the County's Personnel Handbook at an estimated cost of \$5,600.00 to \$7,600.00. Department Heads and Elected Officials will need to go through Debbie Malzner or Jill LaHue with any questions/issues to address before going to Moresource. Once the agreements are signed, Moresource requires the County to make an upfront payment of \$1,520.00 for the hourly services agreement and \$950.00 for the handbook agreement.

### **MOTION:**

Commissioner Scheperle **made a motion to approve and sign the HR Services Agreement between Cole County and Moresource, Inc. for HR Services.** 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 HR Services Agreement between Cole County and Moresource, Inc. for review, editing and modernizing the County's Personnel Handbook.** Commissioner Hoelscher seconded the motion. The motion passed by a vote of: Commissioner Bushman (Yes), Commissioner Hoelscher (Yes), Commissioner Scheperle (Yes).

### **DISCUSSION:**

Richard Lee, with **Pre-Trial Services, was present to discuss with the Commissioners the need of additional staff** in the Pre-Trial Office for several reasons, which are listed in the handout Lee provided for the Commissioners to review. The Commissioners were in agreement for Randy Cole to continue at \$20.00 per hour until the end of the year and promote Mary Ann to a part-time Circuit Marshal at \$18.00 per hour.

## 10. CLOSED SESSION

Commissioner Scheperle **made a motion to go into Closed Session at 10:18 a.m.** Pursuant to Section 610.021 of the Revised Statutes of Missouri, the Commission will go into Closed Session to discuss the following: Existing or Proposed Security Systems [Section 610.021(19)]. 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 11:05 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).

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

EMA Coordinator Bill Farr provided an update to the Commissioners regarding the May 22, 2019 tornado in Cole County. Farr stated Cole County was included in the Declaration from the Feds, registration online is good to do now for residential and businesses for FEMA to review/use when their offices are set up in Cole County, and the Capital West Christian Church Event Center currently being used as a distribution center will no longer be available effective August 1, 2019 per Pastor Ken due to school beginning (the materials/goods will be distributed to other pods in local areas for individuals to utilize). A copy of the City of Jefferson and Cole County Joint Press Release will be attached to these minutes, which Farr had emailed on July 8, 2019.

Farr also stated an Eight (8) state earthquake exercise was held in June 2019.

Commissioner Bushman stated he received correspondence from; Department of Natural Resources dated July 2, 2019 regarding Stormwater Letter of Commitment, Department of Agriculture dated July 1, 2019 regarding the Land Survey Program and Three Rivers Electric Cooperative regarding their 80th Annual Meeting of members to be held on Friday, August 2, 2019.

## 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