



**COLE COUNTY COMMISSION MINUTES
 Agenda for the Commission of Cole County
 For Tuesday, November 27, 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 Schepeler, Deputy Auditor Danielle Patterson, Auditor Kristen Berhorst, Sheriff John Wheeler, Counselor Jill LaHue, EMA Coordinator Bill Farr, Clerk Steve Korsmeyer, GIS Coordinator Melissa Johnson, IT Director Brian Ridenhour, 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 award Bid No. 2018-41: Safety and Security Film For Windows and Doors to Sound Performance, Inc./The Tint Guys (Alternate #2), in the amount of \$15,4045.46.** Commissioner Hoelscher seconded the motion. The motion passed by a vote of: Commissioner Bushman (Bushman), Commissioner Hoelscher (Yes), Commissioner Schepeler (Yes).

7. UNFINISHED BUSINESS

8. NEW BUSINESS

DISCUSSION:

Accounts Payable Review - No action taken today.

BUDGET ADJUSTMENT

2nd and Final Reading of Budget Adjustment #10 in the amount of \$3,000.00 for the Law Enforcement/Inmate Biometric Account with the Vending Machine. Commissioner Schepeler made a motion to approve and sign Budget Adjustment #10. Commissioner Hoelscher seconded the motion. The motion passed by a vote of: Commissioner Bushman (Yes), Commissioner Hoelscher (Yes), Commissioner Schepeler (Yes).

DISCUSSION:

Discussion was held regarding the **County's Information Systems and GIS relocating to the Law Enforcement Center.** IT Brian Ridenhour and GIS Coordinator Melissa Johnson presented a preliminary drawing of a basic plan/layout for the Commissioners to review. Some discussion included the design and construction costs of the data center, space for additional employee(s) and temporary power for essential operations during the construction and move. The Commissioners agreed for Commissioner Schepeler to contact Cary Gampher (The Architects Alliance, Inc.) regarding the estimated cost for the design and construction of the relocation. No other action taken today.

DISCUSSION:

Auditor Kristen Berhorst was present to discuss Cole County Elected Officials Bonds. Berhorst stated there are multiple elected officials bonds due for renewal at the end of this year. The Public Administrator, County Treasurer and County Collector have a much higher bond amount due to state statutes (services each of them provide) than other elected officials. Berhorst suggested to possibly bid out the bonds as a group for elected officials and some County employees, instead of each of them purchasing their own bond. She said this procedure would be more consistent and if the bond amounts would increase for some officials this would better protect the county if an official would commit wrong doing such as; embezzlement, steal, etc. Clerk Steve Korsmeyer inquired about a State Bond of \$5,000.00, which he has never done before. The Commissioners agreed to have Auditor Berhorst look into group bond bids and what the costs would be to the County.

DISCUSSION:

Collector Larry Vincent stated the Careleave Committee met yesterday, November 26, 2018 to discuss a county employee who requested leave due to back injury. The employee will be out of sick leave and vacation December 5, 2018. Vincent stated the Committee approved 30 days (240 hours) for this employee.

MOTION:

Commissioner Scheperle made a **motion to approve the 30 days of Careleave recommended by the Careleave Committee**. Commissioner Hoelscher seconded the motion. The motion passed by a vote of: Commissioner Bushman (Yes), Commissioner Hoelscher (Yes), Commissioner Scheperle (Yes).

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

Auditor Berhorst asked the Commissioners if they could meet on December 21, 2018 at 9:00 a.m. to approve the Accounts Payable before the end of the year. The scheduled Accounts Payable for December 28, 2018 will be too late to run for this year. The Commissioners agreed to this request.

The December 26, 2018 Agenda may be canceled since a December 21, 2018 meeting will be held.

2019 Budget meetings will begin on December 4, 2018, with each department/elected official assigned a time to discuss any issues/changes regarding their 2019 budget; December 5, 2018 is a regularly scheduled meeting and budget discussion, December 6, 2018 is open budget discussion; December 11th, 12th and 13th will be budget discussions if needed.

Some discussion held regarding fleet maintenance (contracts, bids and verbiage in the contracts).

EMS billing is being worked on for bidding process.

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