

THE JULY TERM HELD ON THE 2ND DAY OF JULY 2013

The County Commission convened at 9:05 a.m., pursuant to adjournment on July 1, 2013. Present: Dan Colbert-Presiding Commissioner, Eugene Galloway- Associate Commissioner District 1, Matt Bass-Associate Commissioner District 2, Crystal Hall—County Clerk, the following proceedings were held:

Invocation given by Rev. Gary Jackson

Sheriff John Cottle

- Cottle reports there are currently 30 Federal and ICE prisoners being held at the jail.
- Senior Citizen Academy begins July 29, 2013.
- To eliminate the handling of cash, the Sheriff's Office will begin accepting credit cards for bonds and civil fees. A debit card kiosk system for inmate funds will be installed in the jail for commissary purchases.
- Discussed the recent ICE inspection. Cottle reports all went well.
- One transport van is beyond repair and will probably need to be scrapped. The Sheriff states that they continue to do Conair transports, which is very profitable for the department.
- Jarrell will be out today to do additional maintenance on air conditioner units and dampers at the jail.
- Cottle informed the Commission about the likelihood of the locks/door system needing to be replaced in the near future. The current system is old and has suffered damage from lightning strikes. Cottle will begin to compile information to put specifications together for a bid packet.
- Discussed state bid pricing for new patrol vehicles.

Unfinished/New Business

- Discussed newspaper advertising with Kathy Colbert, Publisher of the Lincoln County Journal.

Deanna Dickmeyer, Auditor

- Dickmeyer states she recently contacted all area banks requesting account information for any accounts held at their facility with the County's tax id number. Dickmeyer presented the Commission a spreadsheet showing the 42 different accounts that are under the tax id number. Dickmeyer states she would like to see additional record keeping for these accounts and is concerned if the Elected Officials charged with associated accounts has ample bonding.
- Dickmeyer presented the Commission a draft copy of an affidavit she would like to begin using. Dickmeyer states this is pursuant to RSMo 55.270. This affidavit would need to be signed and turned in to the Auditor by the Elected Official with each monthly report made to the Auditor.
- Dickmeyer presented the Commission the new format she intends to begin implementing for the monthly Auditor's Report.
- Discussed a recent purchase from the Law Enforcement Restitution Fund. Dickmeyer is concerned about the process for purchases not following the County purchase policy. She states that the statute is not clear because of the board involvement. The Restitution Board did approve the purchase in question, but the County purchase policy was not followed in this instance.
- Discussed following the purchase policy in regards to contracts, the County Clerk will send a memo to all Elected Officials and Department Heads reminding them that any contract entered into on behalf of the County needs to be signed by the Presiding Commissioner and certified by the Auditor in order to be valid.
- Dickmeyer gave an update regarding the audit she is conducting of the Elsberry Special Road District. She intends to return to ESRD on July 11, 2013 to continue the audit.
- Dickmeyer is still waiting for audit findings from Daniel Jones in regards to audit of County.

Unfinished/New Business

- Opened and read aloud one bid from United Printing Consultants for security paper for tax statements.
- Opened and read aloud one bid from American Micro for \$24,874.90 for microfilming/scanning of tax records.

- Commissioner Galloway made a motion to award bid for large format scanner/printer for the Recorder of Deeds Office to Rotolite of St. Louis for \$14,895.00 with a one year service agreement; based on the factors that the maintenance is included; software compatibility; and no overage rates. Commissioner Bass second. The ayes carried the motion.
- Commissioner Bass made a motion to award the bid for a fuel pump improvement system to Neumeyer for \$49,784.00. Commissioner Galloway second. The ayes carried the motion.

Ministerial Activities/Road and County Property Inspection:

- Conducted interviews for the Economic Development Director position.

There being no other business before the County Commission at this time, the meeting thereupon was adjourned until Monday, July 8, 2013 at 9:00 a.m.

Crystal M. Hall
County Clerk

Daniel H. Colbert
Presiding Commissioner

EuGene Galloway
Associate Commissioner District I

Matt Bass
Associate Commissioner District II