

## RANDOLPH COUNTY COMMISSION MINUTES

Tuesday, October 18, 2011

The Honorable Commission convened at the Huntsville Courthouse with the following present: Susan Carter, Presiding Commissioner; Wayne Wilcox, Eastern District Commissioner; Jerry Crutchfield, Western District Commissioner; and Shelby Creed, Deputy Clerk.

**9:00 a.m.** Com. Carter called the meeting to order and moved approval of the agenda. Com. Wilcox seconded and motion passed (3-0).

Rick Howard, Maintenance; County Clerk Will Ellis; and Tracy Fainter, Heddinghaus Sheet Metal, arrived to discuss the HVAC project.

County Clerk Will Ellis reported to Commissioners that 5 space heaters would be available for rent for \$50 a month per unit during the HVAC installation period of one to two months. Com. Wilcox made a motion to approve rental of these units. Com. Crutchfield seconded and motion passed (3-0). Also discussed was the operations review scheduled with City Bank later in the morning.

Commissioners reviewed jury script for payment. Com. Wilcox made a motion to approve jury script as presented. Com. Crutchfield seconded, motion passed (3-0) and checks were signed.

**10:30 a.m.** Rita Painter, Customer Service Representative at City Bank; Jim Gardner, City Bank President; County Clerk Will Ellis; and County Treasurer Penny Henry arrived to review county banking operations including new safeguard programs being proposed concerning direct deposit operations.

Following the meeting, County Clerk Will Ellis, County Treasurer Penny Henry, and Commissioners reviewed documents to initiate two safeguard programs as presented by City Bank. Com. Wilcox made a motion to enroll in the services at no cost to the county and to authorize Com. Carter's signature on the necessary documents. Com. Crutchfield seconded, motion passed (3-0), and document was signed.

**11:45 a.m.** Com. Carter contacted Attorney Ivan Schraeder to discuss specifications for the lease/purchasing bids for the proposed Circuit Clerk's Storage Building.

Com. Carter returned a call to Lindsay Stufflebean, Rhodes Engineering, to make an appointment for Thursday morning at 10:30 a.m.

Com. Wilcox received a call from Tracy Fainter, Heddinghaus Sheet Metal, to discuss the HVAC project.

Com. Wilcox reported a call from Dan Buckman, Great Rivers Engineering, who requested a meeting with Commissioners concerning future BRO projects. Com. Wilcox informed him of the only pending BRO project and a meeting would not be needed at this time.

Commissioners reviewed minutes from October 11, 2011. Following review, Com. Wilcox made a motion to approve these minutes. Com. Crutchfield seconded and motion passed (3-0).

Com. Carter contacted Road and Bridge Supervisor Mike Rogers to discuss estimates for repairs to the 2004 John Deere grader. Also discussed were problems with the 2009 John Deere grader.

Commissioners reviewed minutes from October 13, 2011. Following review, Com. Crutchfield made a motion to approve these minutes. Com. Wilcox seconded and motion passed (3-0).

Commissioners received and reviewed the revised cost estimate from Septagon Construction for the Circuit Clerk's storage building in the amount of \$112,818.28.

**1:30 p.m.** Com. Carter received a call from Adair County Commissioner Mark Thompson, to confirm a check signing procedure for officers of the NEMO County Commissioners Association. Com. Carter is Vice Chair for the organization.

Circuit Clerk Peggy Boots arrived to discuss the adjustments for the Circuit Clerk's storage building proposal.

Com. Wilcox contacted Rick Howard, Maintenance, to discuss the boiler inspection and related invoice from J. Louis Crum Corporations.

County Clerk Will Ellis arrived for Com. Carter's signature on the Certified Copy of Assessing Salaries, Costs and Expenses document for second quarter reimbursement.

Com. Wilcox contacted Don Van den Berghe, J. Louis Crum Corporation, regarding the most recent bill and their current maintenance contract dated April 2010. Mr. Van den Berghe indicated he would study the bill and maintenance contract and return a call to Commissioners on Thursday October 20<sup>th</sup>.

**3:00 p.m.** Service Manager at the Palmyra Tri-state Construction Equipment returned a call to Commissioners to inform them that the cost estimate for repair of the 2004 John Deere grader would not be available until next week.

Commissioners handled correspondence.

**4:00 p.m.** Meeting was adjourned.

APPROVED