

**ADAIR COUNTY COMMISSION MINUTES
MONDAY, MARCH 23, 2020
20TH DAY JANUARY ADJOURNED**

The Adair County Commission convened at 8:30 a.m. on March 23, 2020 in the Courthouse at Kirksville. All Commissioners were present, however Presiding Commissioner Shahan arrived later in the morning.

Commissioner King attended an Emergency Operations Committee Meeting early in the day.

At 8:40 a.m., Presiding Commissioner signed additional documents for Adair County Bridge No. 32800162 BRO (51).

At the request of Adair County Sheriff, Robert Hardwick, Commissioner Thompson moved to transfer funds from the Law Enforcement Services account (301-5-001-400.000) in the amount of \$316,600.00 to the Law Enforcement General account (801-4-000-700.200) per letter dated March 20, 2020. Commissioner King seconded the motion. Both voted in favor of the motion. Presiding Commissioner Shahan was not available at the time of the vote. This amount will hopefully cover salaries and other expenses through the end of 2nd quarter FY 2020.

At 10:00 a.m., the Commission conducted a bid opening for an A-133 financial audit for a two-year period ending December 31, 2019. Bids were opened by Presiding Commissioner Mark Shahan and then read aloud. Two bids were received: one from McBride Lock & Associates in the amount of \$18,000 and one from Daniel Jones & Associates in the amount of \$14,500 (all inclusive).

The Commission reviewed the bids. Due to the difference in cost and working favorably with this experienced firm in the past, Commissioner King moved to award the bid to Daniel Jones & Associates. Commissioner Thompson seconded the motion. Both voted in favor of the motion. Presiding Commissioner Shahan was not available at the time of the vote.

At 2:00 p.m., the Adair County Commission adopted the following resolution:

BE IT RESOLVED that this meeting be continued in closed session, with closed records and closed votes as permitted by law, for consideration of the following items as authorized by section 610.020.4 of the Missouri statutes:

Discussion under Subsection 4 of the statute "When it is necessary to hold a meeting on less than twenty-four hours' notice, or at a place that is not reasonably accessible to the public, or at a time that is not reasonably convenient to the public,....."

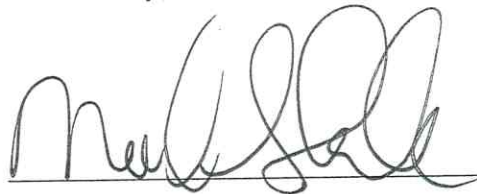
BE IT FURTHER RESOLVED that if any business not covered by the stated reason or reasons for the closed session is raised during the closed session, that such business will be postponed until this meeting is reopened to the public and the sign for a closed meeting is removed from the door. Present at the meeting were Presiding Commissioner Mark Shahan; Commissioner Mark Thompson; Commissioner Bill King; Adair County Prosecuting Attorney, Matt Wilson; Adair County Clerk, Sandra Collop; Adair County Recorder, Pat Shoush; Adair County Treasurer, Lori Smith; Adair County Sheriff, Robert Hardwick; Adair County Human Resource Director, Heather Kelley; Adair County Circuit Clerk, Linda Decker; Adair County Collector, Sonja Harden; and Adair County Public Administrator, Rhonda Noe So motioned by Commissioner King and seconded by Commissioner Thompson. Presiding Commissioner Shahan concurred. All voted in favor of the motion at 2:00 p.m. on Monday, March 23, 2020.

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ATTEST:



County Clerk



Presiding Commissioner

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Closed session ended at 3:17 p.m.

The Adair County Commission adjourned at 4:00 p.m. on March 23, 2020.

Unscheduled Public Walk-Ins and other Non-Agenda Items for Monday, March 23, 2020:

None

IN REF. ORDER NO 33 Transfer from Law Enforcement Services \$316,600.00 to Law Enforcement General

Order to Transfer Funds

March 23, 2020

The Adair County Sheriff, Robert Hardwick, is requesting a transfer of funds from the Law Enforcement Services account (301-5-001-400.000) in the amount of \$316,600.00 to the Law Enforcement General account (801-4-000-700.200) per letter dated March 20, 2020. This amount will hopefully cover salaries and other expenses through the end of 2nd quarter FY 2020.

Receipt: 801-4-000-700.200
Expense: 301-5-001-400.000

So Ordered On: March 23, 2020

Adair County Commission:

Mark Shahan, Presiding Commissioner

Bill King, 1st District Commissioner

Mark Thompson, 2nd District Commissioner

Sandra Collop, County Clerk

Cc: Robert Hardwick, Adair County Sheriff
Lori Smith, Adair County Treasurer

ATTEST:



County Clerk



Presiding Commissioner

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IN REF. ORDER NO 34 Bids for Financial Audit Two Year Ending December 31, 2019

FINANCIAL AND SINGLE AUDIT
PROPOSED HOURS AND FEE 2018-2019

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The total all-inclusive price bid is to contain direct and indirect costs, including all out of pocket expenses.

A. Proposed Worker Hours

	Worker Hours	x	Rate Per Hour	=	Total
a. Partner/Owner	30		\$200.00		\$ 6,000.00
b. Manager	50		\$150.00		\$ 7,500.00
c. Senior	40		\$125.00		\$ 5,000.00
d. Associate	30		\$100.00		\$ 3,000.00

B. Proposed Price for Engagement

Audit Personnel	\$ 21,500.00
Travel	\$ -0-
Discount for prior client	(\$7,000.00)
TOTAL FINANCIAL AUDIT FEE	\$ 14,500.00

Section C - Cost

PRICING

A. The total cost for the 2018-2019 audit period is \$18,000. This is a fixed fee arrangement for all costs including travel and report production.

B. It is anticipated that a Single Audit will be required and that the financial statements will be on the regulatory basis. Therefore, these considerations are included in our fixed fee price. Modifications to the contract which could affect pricing are as follows:

No Single Audit:	Deduct \$750
GASB 34 required:	Add \$1,000

If the audit detects any fraud or irregularity, the occurrence will be reported to the next higher organizational level, as appropriate. A determination will be made as to its impact on the overall audit cost and appropriate modification to the engagement letter – audit contract will be made between the County and McBride, Lock & Associates, LLC.

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McBride, Lock & Associates, LLC Adair County, Missouri

ATTEST:

Dandra Collop
County Clerk

Mark Stalk
Presiding Commissioner