

**ADAIR COUNTY COMMISSION MINUTES**  
**TUESDAY, MAY 29, 2018**  
**11TH DAY APRIL ADJOURNED**

The Adair County Commission convened at 8:30 a.m. on May 29, 2018 in the Courthouse at Kirksville. All Commissioners and were present. The Adair County Courthouse was closed on Monday, May 28, 2018 in observance of Memorial Day.

At 9:30 a.m., the Commission met with Adair County Public Administrator, Rhonda Noe. Mrs. Noe wanted to address the air conditioning issue at the Adair County Annex building. Due to the thermostat being located in a large meeting room in the building, there was a problem with heating and cooling of her office. The thermostat is shared with the large meeting room and her office.

Mrs. Noe would like to have this issue evaluated to see if something could be done to improve the situation. She wanted to pursue this herself and would use Mark Darling as a resource. Perhaps the thermostat only needed to be relocated.

After discussion, the Commission authorized Mrs. Noe to check into the situation of trying to correct the heating and air conditioning.

At 1:15 p.m., discussion was held regarding the maintenance agreement with Pro-Tech Co., Inc. for the copier in the Commissioner's office. The yearly cost of \$393.00 remains unchanged. Copy count included in the agreement is 12,000 for black and white and 7,000 for color copies. Additional charges will apply for copy overages.

Commissioner Thompson moved to approve the maintenance agreement with Pro-Tech Co., Inc. Commissioner King seconded the motion. Presiding Commissioner Pickens concurred. All voted in favor of the motion. The contract period is June 20, 2018 thru June 19, 2019.

At 1:30 p.m., the Commission conducted a conference call with Brian Bohus of the Spy Glass Group. Earlier in the month, Mr. Bohus sent a "workbook" with changes that could be implemented to the phone service. The changes could potentially save the County several dollars per month for phone service.

Discussion was held. Commissioner King explained that if changes were to be made to the phone service in an office, it would be at the discretion of the Elected Official. Many changes involved the Sheriff's Department and it would not be done until the Sheriff was ready to do it.

Other devices and services were reviewed. The Commission agreed to go forward with removing the sales tax from the Prosecuting Attorney's bill. Mr. Bohus could then send them a bill for the change and close out the County's account with Spy Glass. He thanked the Commission for their time.

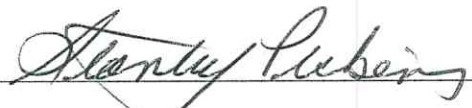
The Adair County Commission adjourned at 4:00 p.m. on May 29, 2018.

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ATTEST:



County Clerk



Presiding Commissioner

## ADAIR COUNTY COMMISSION MINUTES TUESDAY, MAY 29, 2018

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Unscheduled Public Walk-Ins and other Non-Agenda Items for Tuesday, May 29, 2018:

Wm. Tipton - Roads

IN REF. ORDER NO 11 Pro-Tech Maintenance Agreement for Commission Copier

Contract # 7392	Account # ADAIR CO.	<b>RECEIVED</b>
Customer ADAIR CO. COMMISSIONER	Address 215 N. FRANKLIN ST	MAY 29 2018
City KIRKSVILLE	State MO Zip 63601	ADAIR COUNTY CLERK
Telephone (660) 665-2283	Contact BETH	
Make KYOCERA	Model 205C	Serial# Q6X1401029

Machine Type C	C=Copier T=Typewriter D=Duplicator F=Fax		
Contract Type 1	1=Standard Maintenance with parts & Labor 2=All parts, labor, and toner 3=Other (see contract for special agreement made)		
Yearly Price \$280C/1138	Copy Limit 7,000C/12,000B	Options 01C/009B	Printer
Reg Meter 40,453C / 54,871	End Meter		
Starts 6/20/2018	Expires 6/19/2019		
Billed Date 5/10/2018	Due X	Payment Date	

Note: INSTALL DATE: 6/27/2012; BEG METER: 3,630 \*\*BE SURE TO ADD IN BILLED TO SPOT THAT IT IS THE COMMISSIONER\*\* ENDING METER: 13,028\*\* BEG METER: 3,364C/3,765B; BEG METER 2013: 8,124C/16,342B; BEG METER 2014: 14,651C/26,894B; BEG METER 2015: 22707C/24597B; BEG METER, 2016: 27,315C/40,299B; BEG METER 2017: 34,221C/48,594B

This agreement executed by the parties first named above this:      11TH      MAY      2018

User: ADAIR CO COMMISSIONER
PRO-TECH CO. Inc

By: *[Signature]*
By: *[Signature]*

KEEP FOR  
YOUR RECORDS

ATTEST:

*[Signature]*  
County Clerk

*[Signature]*  
Presiding Commissioner