

**ADAIR COUNTY COMMISSION MINUTES  
WEDNESDAY, DECEMBER 19, 2018  
20TH DAY OCTOBER ADJOURNED**

The Adair County Commission convened at 8:30 a.m. on December 19, 2018 in the Courthouse at Kirksville. All Commissioners were present. Also present was Adair County Presiding Commissioner Elect, Mark Shahan.

At 9:00 a.m., the Commission met with Kayla Wilbers of Huber & Associates. Ms. Wilbers gave Presiding Commissioner Elect, Mark Shahan an update of the meeting she had with the Commission on October 23<sup>rd</sup>. She explained that a network assessment for Adair County had been completed. A monitor was installed on the server of the Courthouse from August 13, 2018 through October 11, 2018. The assessment was performed on the internal computer systems connected to the network. The scan was performed to determine the risk and best support strategy for Adair County.

Huber & Associates felt that the overall IT position of the County was well below industry standard or best practice. Major determinations and recommendations within system management, network design, and user access controls had been presented. Several pieces of equipment needed to be upgraded including desktop computers, a firewall, and server. The equipment upgrade needed to be completed in 2019 due to end of life for most equipment was January, 2020.

Ms. Wilbers stated that equipment could be rented which would include not only the hardware but services as well. Huber & Associates can get good pricing and keep everything up to date. Their company knows how to do that and have the people to do that. They are not proposing more than the County needs, just what it takes to get you where you need to be. The County would have the ability to monitor all work stations and restrict access to computers if needed.

Commissioner Thompson said the County needed to do something, but didn't know if it was affordable. They wanted to begin the upgrade in 2019, but would need to prepare a Request for Proposal (RFP) due to the complexity of the upgrade and the potential cost.

Ms. Wilbers stated that Huber & Associates could provide that information, but there would be a fee for the service. She offered to write the County a RFP. It would take approximately 3-5 days to complete at a cost of \$4,000 - \$6,000. The cost would be waived if Huber & Associates was awarded the bid to go forward with the upgrade. It would take approximately 30 days to provide the RFP once an agreement is signed.

The Commission agreed to move forward with the RFP. Ms. Wilbers will prepare the paperwork to begin the process.

At 11:00 a.m., the Commission presented a check in the amount of \$1000 to the Adair County Soil and Water Conservation District. The District in return promises to promote soil conservation measures along with promoting the cost-share program and the loan-interest share assistance program sponsored by the Missouri Department of Resources.

At 1:00, the Commission had a tele-conference with Northeast Missouri Regional Planning.

At 3:15 p.m., the Commission met with members of the University of Missouri Extension Council to present their 2019 budget. Present at the meeting along with the Commission was Adair County Presiding Commissioner, Mark Shahan. , Members of the Council that were present included Zac Erwin, Martha Hulet, Jennifer Schutter, Margo Myers, and Shelly Story.

Continued on page 270

ATTEST:

  
County Clerk

  
Presiding Commission

**ADAIR COUNTY COMMISSION MINUTES  
WEDNESDAY, DECEMBER 19, 2018**

Continued from page 269

The Council was asking for an increase in the amount the Commission decides to appropriate to their organization. Mr. Erwin stated that with the increase in minimum wage, they thought it was necessary to give office staff a pay increase to keep wages competitive. They also will be interviewing for a Youth Program Assistant for 4H. The position was funded by the University of Missouri last year. However, funding will be decreased to 50% in 2019, then 20% for year 2, 40% for year 3, and 50% by year 4. They are looking for partnership agreements within the County to support the position long term. Mr. Erwin stated that Adair County is second only to Boone County for enrollment in 4H programs.

Mrs. Schutter stated that in 2018 the Garden Grow Program donated 500 pounds of food to the Adair County food pantry. There were ten students in the Garden Grow class with each having a flower bed. They only take on what they can manage and take care of effectively. It begins the end of May and continues until mid-August meeting two times per week. The Master Gardener Program maintained flower beds at the Adair County Library and the Veteran's Memorial.

Ms. Myers provides Nutrition Educators training in conjunction with the annual Livestock Symposium. She also mentioned a new program created by the University called Healthy Shelves dealing with food preparation. She also conducts an exercise program at the new Baltimore Meadows housing facility to help individuals with balance and strength training. In 2019, there will also be a six week cooking class – Cooking Matters.

The Extension Council estimated that \$260,000 - \$270,000 of economic activity was generated into Adair County. There are three specialists for Adair County and they are one of a handful of councils that own and maintain a facility. Again, the Council mentioned the need for partnership within the community. They hope to develop relationships after the 4H specialist is on board.

The Commission thanked the Council for explaining their budget request. They will review the information and contact them in the near future regarding totals for 2019.

The Adair County Commission adjourned at 4:00 p.m. on December 19, 2018.

**Unscheduled Public Walk-Ins and other Non-Agenda Items for Wednesday, December 19, 2018:**

None

Continued on page 271

ATTEST:  County Clerk       Presiding Commission

**ADAIR COUNTY COMMISSION MINUTES  
WEDNESDAY, DECEMBER 19, 2018**

Continued from page 270

IN REF. ORDER NO 17 Agreement with the Adair County Soil and Water Conservation District

Agreement for Services

This Agreement entered into this 19<sup>th</sup> day of December, 2018 between the County of Adair, State of Missouri and the Adair County Soil and Water Conservation District.



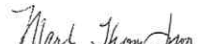
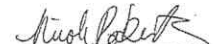
WHEREAS, the Adair County Commissioners are interested in making sure that the citizens of Adair County have ample opportunity to participate in soil conservation measures; and

WHEREAS, the Adair County Soil and Water Conservation District is committed to promoting and encouraging Adair County farmers to use soil conservation measures.

WITNESSETH:

NOW THEREFORE, for the mutual promises and covenants contained herein, Adair County and Adair County Soil and Water Conservation District agree as follows:

1. Adair County Soil and Water Conservation District promises to promote soil conservation measures along with promoting the cost-share program and the loan-interest share assistance program sponsored by the Missouri Department of Natural Resources.
2. In exchange for the Adair County Soil and Water Conservation District providing the above programs, Adair County promises to pay Adair County Soil and Water Conservation District \$1,000.00.
3. The parties agree and acknowledge that this Agreement for Service is a memorialization of an oral agreement made and entered into by the parties on December 19, 2018.
4. The Adair County Soil and Water Conservation District further acknowledges receipt of \$1,000.00 from the Commissioners of Adair County, Missouri presented on behalf of the County of Adair on December 19, 2018.

 Stanley Pickett Presiding Commissioner	 William King 1 <sup>st</sup> District Commissioner
 Mark Thompson 2 <sup>nd</sup> District Commissioner	 Representative from Adair County Soil and Water Conservation District

ATTEST:   
County Clerk

  
Presiding Commission