

**ADAIR COUNTY COMMISSION MINUTES**  
**TUESDAY, OCTOBER 23, 2018**  
**10TH DAY OCTOBER REGULAR**

The Adair County Commission convened at 8:30 a.m. on October 23, 2018 in the Courthouse at Kirksville. All Commissioners were present.

At 10:30 a.m., the Elected Official's monthly meeting was held in the Commissioner's Suite of the Courthouse. Attending the meeting were Adair County Presiding Commissioner, Stanley Pickens; Adair County 1<sup>st</sup> District Commissioner, Bill King; Adair County 2<sup>nd</sup> District Commissioner, Mark Thompson; Adair County Clerk, Sandra Collop; Adair County Collector, Sonja Harden; Adair County Treasurer, Lori Smith; Adair County Sheriff, Robert Hardwick; Adair County Public Administrator, Rhonda Noe; Adair County Assessor, Donnie Waybill; and Adair County Circuit Clerk, Linda Decker. Those absent were Adair County Recorder, Pat Shoush; Adair County Prosecuting Attorney, Matt Wilson; and Adair County Coroner, Brian Noe.

Also present at the meeting was Brad Ray of Sprocket Technology. The Commission had asked Mr. Ray to attend the meeting to present recommendations for upgrades to the technology system within the Courthouse. Mr. Ray stated that Windows 7 would no longer be supported by Microsoft on January 14, 2020. As many of the computers within the Courthouse operated on this software, he wanted the County to be aware that these operating systems needed to be replaced in 2019. The software on the servers also needed to be upgraded. No hardware just software. The software on the Assessor's server ends January 14, 2020. In all, 36 computers needed to be upgraded or replaced.

Mr. Ray stated that he could supply a group discount with the purchase of five or more. He also recommended that the County obtain a message archiver for Sunshine Requests. The firewall was at end of life and would cost \$975.00 to replace with an ongoing yearly maintenance fee of \$275.00. He said that new computers would be \$990 each and some would need the office suite software as well. He estimated the cost to replace computers would be \$40,000 which would complete an upgrade for 5 years.

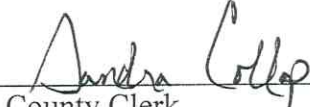

When asked about internet speed, he stated that fiber would not help the Courthouse. We could not afford the cost and suggested Cable One. Commissioner King stated that we were moving to AT & T fiber and increasing speed from 5 mg to 20 mg. It was also mentioned that the Housing and Urban Development office, which is currently housed within the Courthouse, had requested internet access as well.

Mr. Ray suggested that in the future the County may want to go with a recurring cycle of replacing computers once the upgrade is completed. Mr. Ray could review the situation annually.

The Commission thanked Mr. Ray for speaking with the Elected Officials and will take his recommendations into consideration.

The meeting continued with Mrs. Smith stating she had recently returned from State Treasurer's training in Columbia, Missouri. She reported that beginning January 1, 2019, Prosecuting Attorneys would begin partially contributing to their retirement fund. The amount will be increased on January 1, 2020. She was also considering a run for the "At- Large Director" position with the Missouri Association of Counties (MAC). The election would take place during the MAC conference in November, 2018.

Continued on page 226

ATTEST:   
County Clerk   
Presiding Commission

**ADAIR COUNTY COMMISSION MINUTES  
TUESDAY, OCTOBER 23, 2018**

Continued from page 225

Presiding Commissioner Pickens had nothing to report.

Commissioner Thompson reported that he and Commissioner King had met with the Missouri State Tax Commission to discuss taxing ramifications for Counties when privately owned utilities were purchased by public utility corporations. This would change the assessment of the utility from locally assessed to state assessed resulting in local communities receiving substantially less tax revenues. The law would need to be changed to prevent this from occurring.

Mrs. Noe reported that SB806 was passed which dealt with conservatorship and guardianship issues for Public Administrators. The Public Administrator's Office will once again provide a "Tree of Blessing" during the Christmas holiday for Wards that are in need and under the care of the County. They will be hosting a Christmas party for the Wards on December 6. Elected Officials were invited to attend the festivities.

Mrs. Harden is in the process of changing the software provider in the Collector's Office. They will be printing tax statement soon and should be mailed to residents approximately the same time as last year. She also reported being served legal documentation referencing condemnation hearings within the County.

Mrs. Collop reported that a higher than usual number of residents were voting absentee for the November 6, 2018 election. She encouraged everyone to exercise their right to vote. Absentee voting will end on Monday, November 5, 2018 at 5:00 p.m.

The meeting ended at 12:20 p.m.

At 1:15 p.m., the Commission met with Kayla Wilbers and Kent Hillman of Huber & Associates. Ms. Wilbers and Mr. Hillman reported the findings of the Network Assessment for Adair County. A monitor was installed on the server of the Courthouse on August 13, 2018 and continued until October 11, 2018. The assessment was performed on the internal computer systems connected to the network at the time of scan. The scan was performed to determine the risk and best support strategy for Adair County.

While there were areas of strength noted, Huber & Associates felt that the overall IT position of the County was well below industry standard or best practice. They presented major determinations and recommendations within system management, network design, and user access controls. Several pieces of equipment needed to be upgraded such as desktop computers, a firewall, and server. It was their opinion that the equipment upgrade needed to be completed in 2019 as end of life for most of the equipment was January, 2020.

The Commission wanted to begin the upgrade in 2019, but will 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.

The Commission thanked Ms. Wilbers and Mr. Hillman for the presentation and will review the information.

Continued on page 227

ATTEST:   
County Clerk

  
Presiding Commission

**ADAIR COUNTY COMMISSION MINUTES  
TUESDAY, OCTOBER 23, 2018**

Continued from page 226

The Adair County Commission adjourned at 4:00 p.m. on October 23, 2018.

**Unscheduled Public Walk-Ins and other Non-Agenda Items for Tuesday, October 23, 2018:**

None

ATTEST:

  
County Clerk

  
Presiding Commission