

COURT SERVICES COMMITTEE
MINUTES
DECEMBER 6, 2018
5:00 PM

PRESENT: John O'Neill- Chairman, Abe Forsyth – Vice Chairman, Clyde Bunch, Tony DelGiorno, Pam Deppe & Todd Smith.

MEMBERS NOT PRESENT: Catie Sheehan

OTHERS: David Durall, Mike Torchia, Suzann Maxheimer, Paul Palazzolo & Mary Carter (secretary)

Chairman O'Neill called the meeting to order at 5:02pm. **Bunch made a motion to approve the minutes from November 1st and Deppe seconded. Motion carried (6-0)**

New Business:

Department Updates:

Court Administration: – Suzann Maxheimer

- Purchase Order No. 1801- Wiley Office Furniture- desks & chair at a cost of \$7,460.50. Replacement desks/chair for receptionists. Their current desks are 30 years old. **Smith made a motion to approve & Bunch seconded. Motion carried (6-0)**

Public Defender: – Bob Scherschligt-no report

Circuit Clerk: -Paul Palazzolo/David Durall

1. Approval to hire three (3) seasonal positions effective 12/17/18 at an hourly rate of \$10.00/hr
2. Approval to hire a seasonal position effective 12/12/18 at an hourly rate of \$10.00/hr
3. Approval to hire an Appeals Clerk at an annual salary of \$27,385.19 effective 12/17/18. Previous employee left the payroll on 11/7/18. **#1,#2 & #3 –Bunch made a motion to approve and DelGiorno seconded. Motion carried (6-0)**
4. Purchase Order No. 2018-1203-02 –Saltus Technologies for digiTICKET at a cost of \$58,406.40.
5. Purchase Order No. 2018-1205-00- JANO Technologies-software maintenance agreement at a cost of \$120,285.83.
6. Purchase Order No. 2018-1230-01- Hanson Information Systems-co-location Disaster Recovery Services at a cost of \$31,159.20.
7. Purchase Order No. 2018-1204-00 JANO Technologies – annual maintenance agreement at a cost of \$4,921.45.
8. Resolution for a new disaster recovery system by LRS & PO#2018-1203-00 at a cost of \$45,000. **#4-#8 –Bunch made a motion to approve and Forsyth seconded. Motion carried (6-0)**

Court Services: - Mike Torchia

- Approve to hire a Detention Officer at an annual salary of \$42,689.00 effective 1/14/19. Previous employee left the payroll on 12/2/18. **DelGiorno made a motion to approve & Smith seconded. Motion carried (6-0)**

****The Juvenile Detention report: average daily population is 12.47 for November. Average for the year is 10.61. Capacity is 16. We are running at 66.3% capacity rate.**

The requisitions were reviewed and signed. ***Smith made a motion to approve and Bunch seconded. Motion carried (6-0).***

There was no old business or public comment.

Bunch made a motion to adjourn, seconded by Forsyth. The motion carried (6-0) and the meeting was adjourned at 511pm.

APPROVED