

TERM OF COMMISSION: March Session of the February Adjourned Term

PLACE OF MEETING: Hearing Room One, Boone County Courthouse

PRESENT WERE: Presiding Commissioner Don Stamper
District I Commissioner Karen M. Miller
District II Commissioner Linda Vogt
County Counselor John Patton
Deputy County Clerk Michelle Malaby

The regular meeting of the County Commission was called to order at 9:30 a.m.

SUBJECT: Open Bids

Responses to requests for quotations were opened as follows:

26-21MAR95, Window Lettering

Company	Location	Bid Price
American Craft Industries	Columbia, MO	No Bid
Ernie's Signs and Banners	Columbia, MO	Bid
Nelson Sign	Columbia, MO	Bid
Bee-Seen Sign, Inc.	Columbia, MO	Bid
The Alphabet Shop	Columbia, MO	No Bid
Mid-America Sign Works	Jefferson City, MO	Bid

27-21MAR95, Facsimile Machines and Photocopiers

Company	Location	Bid Price
Quality Reprographics	St. Louis, MO	No Bid
Freedom Express Enterprises	Columbia, MO	No Bid
B.T. Buschart	Columbia, MO	No Bid
Da-Com Corp. of Mid-Missouri	Columbia, MO	Bid
Data Comm	Jefferson City, MO	Bid
Ergonomic Environments	Columbia, MO	Bid
Modern Business Systems	Columbia, MO	Bid
KOPI	Jefferson City, MO	Bid
Check Office Equipment Co.	Columbia, MO	Bid
Omnifax	Maryland Heights, MO	Bid
Hirlinger's Office Supply	Columbia, MO	Bid
ZBM, Inc.	Jefferson City, MO	Bid
Mirex Corp.	Columbia, MO	Bid

28-21MAR95, Signage, Government Center

Company	Location	Bid Price
Hall Signs, Inc.	Bloomington, IN	No Bid
Nelson Sign Co.	Columbia, MO	Bid
Traffic & Transportation Signs & Blanks, Inc.	Fort Bryan, IL	No Bid
Midwest Construction Services	Akron, OH	No Bid
D & G Sign and Label	Bartonsville, IL	No Bid
Ready Made Sign Co.	Columbia, MO	No Bid
Ernie's Signs and Banners	Tonawanda, NY	No Bid
Amsign Corp.	Columbia, MO	No Bid
Mid-America Sign Works	South Hadley, MA	No Bid
American Craft Industries	Jefferson City, MO	No Bid
Missouri Vocational Enterprises	Columbia, MO	Bid
Bee-Seen Signs, Inc.	Jefferson City, MO	No Bid
Seton Nameplate	Columbia, MO	No Bid
	New Haven, CT	No Bid

Columbia Sign Service	Columbia, MO	No Bid
The Alphabet Shop	Columbia, MO	No Bid
National Sign Company	Ottawa, KS	No Bid

29-21MAR95, Electrostatic Painting

<u>Company</u>	<u>Location</u>	<u>Bid Price</u>
Check Office Equipment	Columbia, MO	No Bid
Missouri Vocational Enterprises	Jefferson City, MO	Bid
Colectric Painting, Inc.	Florissant, MO	Bid

30-21MAR95, Shop Parts

<u>Company</u>	<u>Location</u>	<u>Bid Price</u>
Heathwood Oil Co.	Kansas City, KS	No Bid
Missouri Fleet Parts	Columbia, MO	Bid
Columbia Auto Parts	Columbia, MO	Bid
Filtertek	Raleigh, MO	Bid
Curtis Industries, Inc.	Eastlake, OH	No Bid
Superior Industrial Supply	St. Louis, MO	No Bid
GM Supply	Columbia, MO	No Bid
Clarklift of Central Mo.	Jefferson City, MO	No Bid
Midway Warehouse	Kansas City, MO	Bid
Ahrens Steel and Welding Supply	Columbia, MO	Bid
Koch Brake	Kansas City, MO	Bid
Al Scheppers Motors	Jefferson City, MO	Bid
Midwest Kenworth	Kansas City, MO	Bid
Triangle Supply Co.	Columbia, MO	Bid

32-21MAR95, Hose and Fitting

<u>Company</u>	<u>Location</u>	<u>Bid Price</u>
Total Waste Management Services, Inc.	St. Louis, MO	No Bid
Superior Industrial Supply	St. Louis, MO	Bid

33-21MAR95, Nuts and Bolts

<u>Company</u>	<u>Location</u>	<u>Bid Price</u>
Superior Industrial Supply	St. Louis, MO	Bid
Ahrens Steel and Welding Supply, Inc.	Columbia, MO	Bid
Triangle Supply Co., Inc.	Columbia, MO	No Bid
NAPA Auto Parts	Columbia, MO	Bid
Cooke Sales and Service	Fulton, MO	No Bid

34-21MAR95, Cemetery Maintenance

<u>Company</u>	<u>Location</u>	<u>Bid Price</u>
Golden Mowing and More	Columbia, MO	Bid
Custom Cut Lawn Care	Columbia, MO	Bid
Hungry Painter	Columbia, MO	Bid
Ed Bettenhausen	Centralia, MO	No Bid
Swift Origination Services	Columbia, MO	Bid

36-21MAR95, Moving Services

<u>Company</u>	<u>Location</u>	<u>Bid Price</u>
Fry-Wagner of Mid-MO	Columbia, MO	Bid
Coy's Moving and Storage	Columbia, MO	Bid

SUBJECT: Discuss Award of Bid No. 21-02MAR95, Skid Steer Loader

On the recommendation of legal counsel, Commissioner Stamper moved that the County Commission of the County of Boone reject all bids received on bid number 21-02MAR95, Skid Steer Loader. The Department is requested to revise the specifications and request new bids.

Commissioner Vogt seconded the motion. Motion passed unanimously. Order 146-95.

SUBJECT: Award Bid 12-02MAR95, Single Axle Dump Truck

Assistant Public Works Director Frank Abart recommended the bid be awarded to the lowest and best bidder, Mike Kehoe Ford. The low bidder, Carroll-Rehma Motors, chose not to meet repetitive bending requirements for the frame.

Commissioner Stamper moved that the County Commission of the County of Boone award bid number 12-02MAR95, Single Axle Dump Truck, to Mike Kehoe Ford of Jefferson City, MO as the lowest and best bidder meeting specifications.

Commissioner Vogt seconded the motion. Motion passed unanimously. Order 147-95.

SUBJECT: Award Bid 18-02MAR95, Tandem Axle Dump Truck

Mr. Abart recommended the bid for three replacement trucks be awarded to Mike Kehoe Ford.

Public Works Director Stan Elmore noted the Chevrolet truck did not meet specifications.

Commissioner Miller moved that the County Commission of the County of Boone award bid number 18-02MAR95, Tandem Axle Dump Truck, to Mike Kehoe Ford of Jefferson City, MO in the amount of \$101,502.

Commissioner Vogt seconded the motion. Motion passed unanimously. Order 148-95.

SUBJECT: Award Bid 15-02MAR95, Blades and Cutters

Per Mr. Abart's recommendation, Commissioner Stamper moved that the County Commission of the County of Boone award bid number 15-02MAR95, Blades and Cutters, as follows: Section One, Grader Blades, to GM Supply for \$10,134.50; Section Two, Tiger Mower Blades, to Lecal Equipment Co. for \$407.40; and Section Three, Alamo Mower Blades, to Lecal Equipment Co. for \$566.64.

Commissioner Miller seconded the motion. Motion passed unanimously. Order 149-95.

SUBJECT: Award Bid 16-02MAR95, Gas and Oil

In response to a question from Commissioner Stamper, Mr. Abart replied fuel prices are based on a national bench mark price. It can go up or down according to the price paid by suppliers.

Per Mr. Abart's Recommendation, Commissioner Stamper moved that the County Commission of the County of Boone award bid number 16-02MAR95, Gas and Oil as recommended on the attached bid tabulation.

Commissioner Miller seconded the motion. Motion passed unanimously. Order 150-95.

SUBJECT: Treasurer's Report on December, January, and February

Treasurer Kay Murray presented her report on the reconciliation of the bank statements and cash and investments for December, 1994 and January and February, 1995. Ms. Murray also presented a report on cash and investments for the six month period ending December 31, 1994.

SUBJECT: Award Bid 35-14MAR95, Computer Equipment

Per the recommendation of Circuit Court Data Processing Supervisor Pete Jackson, Commissioner Stamper moved that the County Commission of the County of Boone award bid number 35-14MAR95, Circuit Court Computer Hardware and Software, as follows: Item One, Work Station Machines, to ComputerLand for \$23,946 for 13 units; Item Two, NoteWork E-Mail Software, to DataComm Warehouse for \$1,235; and Item Three, CaLANdar Software, to MicroSystems for \$595.

Commissioner Vogt seconded the motion. Motion passed unanimously. Order 151-95.

SUBJECT: Award Bid 7-31JAN95, Resident Desks

Juvenile Justice Center Supervisor Kirk Kippley stated the bid from Missouri Vocational Enterprises did not meet specifications. The desk is too large. Award is recommended to the next low bidder, Columbia Showcase.

Commissioner Stamper moved that the County Commission of the County of Boone award bid number 7-31JAN95, Resident Desks, to Columbia Showcase for a total amount of \$4,095 for 21 desks.

Commissioner Miller seconded the motion. Motion passed unanimously. Order 152-95.

SUBJECT: Award Bid 25-14MAR95, Uniform Equipment

Captain Beverly Braun recommended all items be awarded to the low bidder with the exception of item 32, vests. The Department experienced problems with the low bidder, Protective Armor, when they supplied vests to the County in 1993. Three of six vests purchased had to be returned for sizing. They no longer have a local distributor. The specifications requested vendors provide a trained person to measure officers. This firm requested they be allowed to make arrangements to have a formal wear company in Columbia measure officers. She does not believe that meets the requirement. The next low bidder is Law Enforcement Equipment Co. They bid a Safariland vest at \$393.75 each. The Department would like to award the vests to the vendor who supplied them last year, Ed Roehr Radio of St. Louis at \$422 each. Their vests are wearing well and they provide good service.

Commissioner Miller asked what is wrong with the Safariland vest?

Captain Braun replied the Department has not used them. They does meet specifications.

Commissioner Stamper moved that the County Commission of the County of Boone award all items on bid number 25-14MAR95, Uniform Equipment, to the low bidder as indicated on the attached bid tabulation, except item 32, concealable soft body armor vests. Item 32 is awarded to the second low bidder, Law Enforcement Equipment Co.

Commissioner Miller seconded the motion. Motion passed unanimously. Order 153-95.

SUBJECT: Juvenile Justice Center Change Order No. 14

CRSS Construction Manager Dave D'Eagle reviewed the change order as outlined in the Change Order Construction Management Edition dated March 13, 1995. Mr. D'Eagle stated this is the final change order. The total is \$5,591, leaving a contingency balance of \$976.

Commissioner Stamper moved that the County Commission of the County of Boone approve, and authorize the Presiding Commissioner to sign, the attached Juvenile Justice Center Change Order No. 14 in the amount of \$5,591.

Commissioner seconded the motion. Motion passed unanimously. Order 154-95.

SUBJECT: Personnel Policy Recommendation

Human Resources Director Mark Stone stated several months ago the Personnel Advisory Committee discussed the way employees are allowed to take time off. There are inconsistencies among departments and offices. Several alternatives were discussed before arriving at the recommendation before the Commission today which he calls a Delete Pay Policy. There are three scenarios: delete pay, leave of absence without pay and extended leave of absence without pay. The last two scenarios are similar to existing policy. Employees would be allowed to take time off without pay at the discretion of their administrative authority. If the employee possesses more than twice the allowed amount of accumulated time, the employee must use that time until the accumulation does not exceed the cap. Employees must be on the payroll a minimum of eight hours on the day before or after a holiday in order to receive holiday pay.

Commissioner Vogt stated she prefers an employee be required to use accumulated time before they are allowed to take time off without pay. However, a majority of the Personnel Advisory Committee voted in favor of the policy presented.

Commissioner Stamper and Commissioner Miller concurred with Commissioner Vogt's preference.

Commissioner Miller stated their reasoning was should an employee encounter a problem where they have to take time off, they might not have that time to use to pay for their actual vacation.

Mr. Stone added if the employee needs to take a day off, they can probably function with a four day paycheck that week, but they may not be able to take five days off without a paycheck. This policy curtails situations where employees who have more than twice their annual allotment want to take time off without pay.

Commissioner Stamper stated if that employee terminated employment, the time would not exist. The policy should be referred back to the Personnel Advisory Committee with a statement of the Commission's preference that employees be required to use accumulated time before they are allowed take time off without pay.

Commissioner Vogt stated the Personnel Advisory Committee discussed the issue at length during two meetings. However, requiring employees to use accumulated time off before taking time off without pay could represent a savings to the taxpayer.

Commissioner Miller stated she does not object to employees taking time off without pay if they only have five days of accumulated time. However, if they have numerous days of accumulated leave, they should use it.

Commissioner Stamper stated his disagreement with the policy presented is more fundamental. An employee absence is a hindrance to the department or office. When there is an absence, the County should at least reduce its overhead for accumulated leave.

Commissioner Miller stated employees are required to use accumulated time in the private sector.

The Commission agreed to postpone the item for further discussion.

SUBJECT: Agreement with Reality House for Adult Offender Residential Treatment

Commissioner Stamper moved that the County Commission of the County of Boone approve, and authorize the Presiding Commissioner to sign, the attached agreement with Reality House for Adult Offender Residential Treatment.

Commissioner Miller seconded the motion. Motion passed unanimously. Order 155-95.

SUBJECT: Void Order 138-95 and Approve Right-of-Way Acquisition Agreement

Ms. Malaby stated the dollar amount included in order 138-95 is incorrect. The agreement includes the correct amount of payment.

Public Works Director Stan Elmore stated a total amount was used in negotiations with the property owner, rather than an amount per foot of fencing.

Commissioner Vogt asked how the building to be demolished is addressed.

Mr. Elmore stated he prefers an amount not be stated. It will not exceed \$500.

Ms. Malaby stated Mr. Elmore advised her the amount will not be known until the project is bid. The work is part of the project.

Following discussion, Commissioner Vogt moved that the County Commission of the County of Boone approve, and authorize the Presiding Commissioner to sign, the attached real estate acquisition agreement with Philip L. and Janet L. Harrison.

Commissioner Miller seconded the motion.

Commissioner Stamper commented in stating a not to exceed amount for removal of the house in his original motion, he attempted to limit the County's liability.

Mr. Elmore stated the arrangement made was that the house would be torn down.

Mr. Patton stated the house is actually a shack

Motion passed unanimously. Order 156-95.

SUBJECT: Cooperative Agreement with Boone County Regional Sewer District for Road Maintenance and for Technical and Engineering Services

Commissioner Stamper stated Mr. Elmore is not totally supportive of using the right-of-way agent for Sewer District projects.

Commissioner Miller agreed. The right-of-way agent has more than enough to do.

Mr. Patton stated the agreement provides that all services should mutually be deemed appropriate. They are not mandatory. Manager of Design and Construction Tom Ratermann thought it would be helpful to use the services of the right-of-way agent on the Pin Oak Neighborhood Improvement District project.

Mr. Elmore recommended the agreement be approved. They do not want to mislead anyone that that they have time to provide services, but it would be useful to have the tool for the project.

Commissioner Miller moved that the County Commission of the County of Boone approve the attached cooperative agreement with the Boone County Regional Sewer District for the maintenance and repair of roads and the attached amendment to the cooperative agreement for technical and engineering services related to the collection and treatment of wastewater--including the 1995 cost schedule.

Commissioner Vogt seconded the motion. Motion passed unanimously. Order 157-95.

SUBJECT: Flooded Property Purchase Agreement

Commissioner Miller moved that the County Commission of the County of Boone approve, and authorize the Presiding Commissioner to sign, the attached agreement with Guy and Doris Reno for voluntary acquisition of a flood damaged residence.

Commissioner Vogt seconded the motion. Motion passed unanimously. Order 158-95.

SUBJECT: Reports from Commissioners

Commissioner Vogt reported on the long range plan survey.

Commissioner Miller reported the Federal Highway Administration and Federal Transit Administration have distributed their interim policy on public involvement. It has questions and answers on public involvement in transportation decision making.

Commissioner Stamper stated the Missouri Balloon Corporation requests all public land in Boone County be designated as safe landing sites for balloons. Commissioner Stamper moved that the County Commission of the County of Boone designate all County owned land as safe landing sites for the 1995 hot air balloon events.

Commissioner Vogt seconded the motion. Motion passed unanimously. Order 159-95.

SUBJECT: Public Comment

There was no comment.

The meeting adjourned at 10:30 a.m.

Attest:

Don Stamper
Presiding Commissioner

Wendy S. Noren
Clerk of the County Commission

Karen M. Miller
District I Commissioner

Linda Vogt
District II Commissioner