

TERM OF COMMISSION: February Session of the February Adjourned Term

PLACE OF MEETING: Boone County Government Center Commission Chambers

PRESENT WERE: Presiding Commissioner Don Stamper
District I Commissioner Karen M. Miller
District II Commissioner Skip Elkin
Deputy County Clerk Melanie Stapleton

The Presiding Commissioner called the meeting to order 9:30am.

Subject: Public Works Department

A. Pre-bonding Assessment for Wilson Turner Neighborhood Improvement District

John Watkins presented the following information for the Wilson Turner NID-Pre-bond Assessment:

Final costs have been tabulated and certified by the Boone County Auditor. The Certified Project Cost is \$125,774.56. The Petition Estimate was \$134,147 or \$8,384.19 per lot (16 lots). Actual Costs=\$125,774.56 or \$7,860.91 per lot.

Commissioner Miller moved to hereby compute the final cost of the road improvement project for the Wilson Turner Neighborhood Improvement District as certified by the Auditor to be \$ 125,774.56

The County Commission does hereby apportion the cost of said project equally by lot/tract of property within said district according to the provisions of 67.463.2 RSMO. (1993Supp.) and petition approved by said Commission.

The County Commission further orders special assessments against the properties as described in the attached Exhibit A and orders the Clerk to proceed with the notification and collection of said assessments pursuant to the statutory provisions of 67.463 RSMo. The special assessments shall take effect February 13, 2001.

Commissioner Elkin seconded the motion.

Discussion: Commissioner Miller asked if the special assessment referred to the per lot figures.

John Watkins answered affirmatively.

Commissioner Stamper asked where the Wilson Turner NID is located.

John Watkins stated that it is located right outside the city (of Columbia) limits north of Rte PP

off of Wyatt Lane.

Commissioner Elkin asked if each owner must pay the full amount in one lump sum.

John Watkins stated that each parcel owner is given the option of paying the amount in full in one lump sum. He stated that once the project is bonded, a notice is sent out to the owner, again offering the option to pay off the amount in one lump sum. He stated that if the parcel is not paid off at that time, then the parcels are placed in the bonding process. He stated that then the owner must pay for the bond issuance cost, the interest accumulated up to the bonding point, and ten years of bond interest.

Commissioner Miller noted that usually bonding could be done at a cheaper rate than a personal note.

The motion passed 3-0. **Order 57-2001**

B. Approval of General Consultant Services Agreements for 2001

David Nichols stated that these are the annual consultant services agreement prepared by John Patton, Legal Counsel for the pre-qualified consultants that perform work for the Boone County Public Works Department on an annual basis. He stated that the agreements contained some minor word changes to the effect that changes to contract wording could not be done without prior approval. He stated that this agreement would allow the County to enter into agreements with these consultants on specific projects.

Commissioner Miller moved to approve the General Consultant Services Agreements between Boone County and the following entities for year 2001 Harrington & Cortelyou, Inc., A Civil Group, LLC., Allstate Consultants, PC., Brush and Associates, Inc., Bucher, Willis & Ratliff Corporation, Poepping, Stone, Bach & Associates, Inc., Shafer, Kline & Warren, Inc., Terracon Consultants, Inc., and Trabue, Hansen & Hinshaw, Inc., It is further ordered that the Presiding Commissioner be hereby authorized to sign said agreements.

Commissioner Elkin seconded the motion.

There was no discussion.

The motion passed 3-0. **Order 58-2001**

Subject: Hiring a Purchasing Director at a rate of pay above the base of the range

Betty Dickneite, Human Resources Director stated that Melinda Bobbitt had been chosen for the Purchasing Director position. She stated that Melinda Bobbitt requested a starting salary of \$43,097.60 or \$20.72/hr, which is 24 % above the base of a range 27 position. She stated that Melinda Bobbitt has a Bachelor of Science and Master of Arts in Public Administration from the

University of Missouri. She also noted that Melinda Bobbitt has worked in the administration/management and service industry for more than ten years. She also stated that Melinda Bobbitt has worked in procurement for seven years.

Commissioner Elkin moved to authorize the hiring of a Purchasing Director at the rate of pay of \$20.72/hr (\$43,097.60 annual) which is 24% above the base for a range 27 position.

Commissioner Miller seconded the motion.

There was no discussion.

The motion passed 3-0. **Order 59-2001**

Subject: Purchasing Department

A. Public Works Sole Source Requests for year 2001

Marlene Ridgway stated that Greg Eddington, Public Works, submitted this list of items to her.

Commissioner Miller stated that she would like to take an opportunity to look over the items and then bring the list back to the Commission agenda at a later date.

The County Commission agreed to bring the item back for discussion on February 15th.

B. Award bids 03-03JAN01 Track Loader, 62-13DEC00 Office Supply Term and Supply, and 05-24JAN01 Street Signs Term and Supply

Marlene Ridgway presented the following recommendation:

The original opening date for this bid was January 3, 2001. Due to only receiving one bid at a time, we extended the bid opening date to January 18th in order to create more competition. On January 18th, we received a total of two bids and after reviewing the submitted bids, recommend awarding the Year 2001 Caterpillar 953C track loader and the add alternate to Fabick and Company for having the lowest and best bid meeting the minimum specifications.

At this time we are requesting disposal of a 1983 John Deere 655 Track Loader, serial number 38008, as a trade-in option for this purchase..

Total cost including the trade-in option is \$185,955.00. The amount budgeted for this piece of equipment was \$145,000. The Auditor's Office and I have identified savings from equipment purchases earlier this month in order to compensate for this item.

Commissioner Elkin moved to authorize the disposal of a 1983 John Deere 655 Track Loader and award bid 03-03JAN01 as follows:

FOR	TO
Year 2001 Caterpillar 953C Track Loader	Fabick and Company

Said bid is awarded per the attached recommendation of the Purchasing Department. It is further ordered that the Presiding Commissioner sign the attached disposal sheet and agreement.

Commissioner Miller seconded the motion.

There was no discussion.

The motion passed 3-0. **Order 54-2001**

Marlene Ridgway presented the following recommendation for office Term & Supply Contracts:

We have evaluated this bid in three ways:

- *We evaluated the Standard Supply list (Attachment A), which included 54 items that we commonly order on a monthly basis. The low bidder was determined by totaling these items.*
- *We evaluated the Catalog discount each vendor provided. A random selection of eleven items was chose out of the catalogs, the discount applied and a final cost based on this pricing was determined. We totaled the items to determine a low bidder.*
- *We evaluated the minimum ordering requirements, additional discounts available to the county and delivery after receipt of order.*

The apparent low bidder in these areas is US Office Products. But included with their response, they submitted an exception to their catalog discount. Their billed prices would default to "at cost" if the discount should fall below their cost. With that exception taken, it would be impossible to calculate the accurate savings achieved by the discount. With that in mind, I recommend rejecting the bid from US Office Products on the basis of their exception and an incalculable bid.

The next lowest bidder is Boise Cascade. I have done additional research in this company and acquired references on their performance and have found favorable recommendations.

I further recommend awarding this contract to Boise Cascade for having the lowest and best bid meeting the minimum specifications. This is a term and supply contract, hence no need for purchase orders.

Commissioner Elkin moved to award bid 62-13DEC00 as follows:

FOR	TO
Office Supply Term and Supply	Boise Cascade

Said bid is awarded per the attached recommendation of the Purchasing Department. It is further ordered that the Presiding Commissioner be hereby authorized to sign the agreement.

Commissioner Miller seconded the motion.

There was no discussion.

The motion passed 3-0. **Order 55-2001**

Marlene Ridgway presented the following recommendation for the Street Signs Term & Supply Contract:

The department received 4 responses to the above referenced bid. We recommend rejecting the bid from Bee Seen Signs for submitting a sample that did not comply with the minimum specifications. We further recommend awarding to Kelpé's Signs and Banners for having the lowest and best bid meeting the minimum specifications.

This is a term and supply contract, hence no need for purchase orders.

Commissioner Miller stated that it would be good to have a dedicated timeline for having the signs put up. She noted that the public likes to have signs replaced in a reasonable amount of time.

Commissioner Elkin moved to award bid 05-24JAN01 as follows:

FOR	TO
Street Signs Term and Supply	Kelpé's Signs and Banners

Said bid is awarded per the attached recommendation of the Purchasing Department. It is further ordered that the Presiding Commissioner be hereby authorized to sign the agreement.

Commissioner Miller seconded the motion.

There was no discussion.

The motion passed 3-0. **Order 56-2001**

Subject: Authorization for Courthouse Ground and Commission Chambers Use

A. Crescent Green Condominium Association

Commissioner Miller moved to authorize the Crescent Green Condominium Association to hold a meeting in the Commission Chambers on February 27, 2001 from 4:30pm-5:30pm.

Commissioner Elkin seconded the motion.

There was no discussion.

The motion passed 3-0. **Order 59A-2001**

B. Columbia Convention & Visitors Bureau

Commissioner Stamper moved to authorize the Columbia Convention & Visitors Bureau to use the Courthouse Grounds for the History Channel Great Race on Thursday, June 21, 2001 from 10am until 3pm.

Commissioner Elkin seconded the motion.

There was no discussion.

The motion passed 3-0. **Order 60-2001**

Subject: Reappointment to the Building Code Board of Appeals

Commissioner Stamper moved to reappoint Michael Edward Goldschmidt to a 5-yr term on the Building Code Board of Appeals. Said term will be retroactive to January 31, 2001 and will expire on January 31, 2006.

Commissioner Elkin seconded the motion.

There was no discussion.

The motion passed 3-0. **Order 61-2001**

Subject: Authorize a Closed Session Section 610.021 (3) RSMo.

Commissioner Stamper moved to authorize a closed session on February 13, 2001 immediately following the regularly scheduled meeting to discuss the hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information is discussed or recorded pursuant to Section 610.021 (3) RSMo.

Commissioner Elkin seconded the motion.

There was no discussion.

The motion passed 3-0. **Order 62-2001**

Subject: Report on \$79,984 for Methamphetamine enforcement

Sheriff Ted Boehm stated that he was notified during mid-November, 2000, that \$1.2 million was made available to Sheriffs' Department in Missouri for Methamphetamine enforcement. He stated that the Boone County Sheriff's Department made application to qualify for part of the funds. He stated that two week ago, the Sheriff's Department received a letter that a portion of the request was approved--\$79,984 for the cost of one person (including salary, overtime, and fringe benefit package) to aid in enforcement. He stated that one of the requirements for the individual is that they be meth-lab certified.

Sheriff Boehm stated that this is a 100% payback grant on a two-year program. He stated that the County would pay the cost initially and then submit the statements once a quarter for payback

Commissioner Miller asked what the County's requirements would be in keeping the person after the two-year period ends

Sheriff Boehm stated that this is similar to other grants in that the State would appreciate it if the County could keep the person on staff, however if the County was not able to, it would not be a problem.

Commissioner Stamper stated that this would be noted on the record today as a public report. He stated that this item would be brought back on the Thursday agenda for approval.

Commissioner Reports

Commissioner Stamper

Building Dedication Committee

Commissioner Stamper stated that he is putting together a list of potential members to serve on the committee for the dedication of the Government Center under its new name, Roger B. Wilson Boone County Government Center. He requested that the County Commission forward to him any thoughts they had on the proposed list. He stated that anyone that wished to serve on the committee should contact his office. He requested that the agenda item be placed on the February 20th Commission agenda.

Governmental Relations candidates

Commissioner Stamper requested that the County Commission provide feedback on the firms applying for the governmental relations position in order to begin the selection of those to participate in the interview process. He stated that he wanted to set the deadline for receiving comments for noon tomorrow.

Facilities Maintenance Committee

Commissioner Stamper stated that when the Facilities Maintenance Department was placed under the Public Works Department, it was stated that a committee would be put in place.

Commissioner Miller stated that David Mink, Public Works Director was working on that. She stated that he was attempting to have a person from each building to serve on the committee. She stated that she suggested to him that he may want to consider a person from the office that sends in the most work orders.

Commissioner Stamper stated that it would be a good idea to establish a committee for the Facilities Maintenance transition and remove it from direct supervision by the County Commission.

Commissioner Miller

Report on County Commissioners Association of Missouri 18th Annual Training Session

Commissioner Miller stated that Boone County was well represented at the training session. She stated that Commissioner Stamper and John Patton presented a training on authorities. She stated that Bettie Johnson, Recorder of Deeds and David Mudd presented a program on governance in Boone County. She submitted the packet of information from the training session for the public record.

Smart Growth Presentation

Commissioner Miller stated that this was a very good presentation. She stated that the room was full and the presenter showed a lot of energy. She stated however that only she and Mayor Hindman asked questions. She stated that the presenter gave information on appraisals and TDR buyout. She stated that both she and David Nichols felt that perhaps the County should take steps to investigate these issues.

Commissioner Miller submitted her packet of information from the presentation for the public record.

Commissioner Elkin

Commissioner Elkin did not give reports.

Public Comment.

Commissioner Stamper introduced the new Tribune reporter, Didi Tang, who would be covering the County Commission activities. He welcomed the reporter for the public record.

There was no further public comment.

The meeting adjourned at 10:15am.

Attest:

Don Stamper
Presiding Commissioner

Wendy S. Noren
Clerk of the County Commission

Karen M. Miller
District I Commissioner

Skip Elkin
District II Commissioner