

TERM OF COMMISSION: July Session of the May 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  
County Counselor John Patton  
Deputy County Clerk Brian Wright

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

Commissioner Stamper wished to acknowledged the presence of Kurt Schauwecker at this morning's meeting.

**Subject: Purchasing Department**

Melinda Bobbitt, Purchasing Department Director was present on behalf of these items.

***A. Bid Opening for Dee Woods Road (#32-03JUL01)***

Commissioner Stamper stated that the Commission received five envelopes for bid 32-03JUL01. He noted that one of the envelopes was a "No bid" response.

Commissioner Stamper stated that a bid was received from Key Equipment and Supply Company (of St. Louis & Kansas City). He stated that the company declined the opportunity to bid on this item.

Commissioner Miller stated that a bid was received from J.C. Industries, Incorporated (Jefferson City, MO). She stated that pages 2.2 (Completion of Bid Response), 3.1 (Completion of Bidder's Qualifications), 5.1 (Completion of Bid Form), 5.2 (Acknowledgement of Addendum), 6.1 (Anti Collusion Statement), 7.1 (Signature and Identity of Bidder), and 8.1 (Bidder's Acknowledgement), 12.1 (Performance Bond), and 16.1 (Affidavit) were included with the bid. She noted that a bid bond was also included. She further noted that the total base bid was \$385,651.95.

Commissioner Stamper stated that a bid was received from Don Schnieders Excavating (Jefferson City, MO). He stated that page 2.2, 3.1, 5.2, 6.1, 7.1, 8.1, 12.1 and 16.1 were included with the bid. He noted that a bid bond was included with the bid. He further noted that the total base bid was \$429,853.20.

Commissioner Miller stated that a bid was received from APAC-Missouri, Incorporated (Columbia, MO). She stated that pages 2.2, 3.1, 5.1, 5.2, 6.1, 7.1, 8.1, 12.1 were included with the bid. She noted that the total base bid was \$457,328.80. She further noted that page 16.1 was

blank.

Commissioner Stamper stated that a bid was received from C.L. Richardson Construction Company (Ashland, MO). He stated that pages 2.2, 3.1, 5.1, 5.2, 6.1, 7.1, 8.1, 12.1 were included with the bid. He noted that the total base bid was \$434,439.70. He further noted that a bid-bond was included with the bid. He added that page 16.1 was blank.

Commissioner Stamper stated the bids would be referred to the Purchasing Department for further evaluation. He stated that the bid would be returned to the Commission with a recommendation for award at a future date. He asked what was the budget for this project.

David Mink, Public Works Director, stated that the budget for this project was \$350,000.

***B. Second Reading to Award a Bid for Fitness Course Stations***

Melinda Bobbitt stated that the Juvenile Justice Center (JJC) decided to partial award only three of the Fitness Course Stations due to their budget. She stated that the JJC planned to order lumber and build the rest of the stations. She noted that the total cost of the contract to Play Mart is \$3,226.00.

Commissioner Stamper asked why the JJC chose to partially award only three of the stations.

Ms. Bobbitt stated the cost of the equipment was higher than anticipated.

Commissioner Elkin moved to award bid 29-06JUN01 as follows:

<b>FOR</b>	<b>TO</b>
Fitness Course Stations	Play Mart

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 or public comment.

The motion passed 3-0. **Order 296-2001**

***C. First Reading to Award a Bid for Copiers and Fax Machines***

Ms. Bobbitt stated that the County of Boone budgeted for the purchase of four copiers and three fax machines, for the budget year 2001. She stated that the Purchasing Department's received seven bids. She noted that the Department recommends the following:

*For request of Photocopier #1 – We request rejecting the alternate bid from Image Technologies since they are not able to offer our appeal for alternate 8, the fax machine option. We recommend awarding to the second low bidder, Hirlinger’s Business Products for a Savin 9935 DPE copier with Add Alternates 1, 2, 4, 6, and 8 and less two – 500 sheet drawers as described in bidder’s response for a cost of \$7,001.60 less \$25.00 trade in for one (1) Ricoh 5733 a total cost of \$6,976.60. We would like at this time to request disposal for this Ricoh 5733 copier, fixed asset tag number 7818. A fixed asset disposal sheet is attached for signature. The amount budgeted for this purchase was \$6,200.00. This purchase is to be paid out of organization 1263 account 92000. Alternate 8 is being paid out of 1263 account 23850. A budget revision is required and has been forwarded to you.*

*For request of Photocopier #2 – We are recommending award to IKON Office Solutions for having the lowest and best bid meeting our minimum specifications. Award is for a Canon 6545 with Add Alternates 1, 2, 4, 5 and 6 for the bid price of \$6,980.00 less \$150.00 trade-in for one (1) Ricoh 5733 for a total cost of \$6,830.00. We would like at this time to request disposal for this Ricoh 5733 copier, fixed asset tag number 7613. A fixed asset disposal sheet is attached for signature. The amount budgeted for this purchase was \$7,500.00. This purchase is to be paid out of organization 1210 account 92300.*

*For request of Fax Machine #1 – We recommend rejecting the bid from KOPI for a Brother 8300 since their response did not comply with the minimum modem speed specified in the bid. We are further recommending award to Hirlinger’s Business Products for a Savin 3705 with addition of 2 MB of memory as described in the bidder’s response and Alternate 1 for a total cost of \$773.00. The amount budgeted for this purchase was \$1055.00. This purchase is to be paid out of organization 1115 account 91000.*

*For request of Fax Machine #2 - We are recommending award to IKON Office Solutions for having the lowest and best bid meeting our minimum specifications. This is for a quantity of two (2) Canon 9000L with Alternate 1 for \$1,461.00 each. We would like at this time to request disposal for a Pana-fax UF342, fixed asset tag number 11593, and a Hewlett Packard 950, fixed asset tag number 8681. Both of these fax machines are in very poor condition and I believe the trade-in value of \$15.00 each would exceed what we would get at auction. Total purchase with trade-in is \$2,892.00. A fixed asset disposal sheet is attached for signature. One was budgeted for \$1,500.00 and will be paid out of organization 2010 account 92000. The second was budgeted for \$1,800.00 and will be paid out of organization 1121 account 92000.*

*We are recommending “no award” for Photocopier #3 and the other photocopier #2. The Circuit Clerk has decided to revise the specifications for these photocopiers to more accurately reflect the needs of her department. We will be issuing a bid for these two copiers at a later date.*

Ms. Bobbitt stated that the total contract value for Hirlinger’s Business was \$6,963.45. She stated that the total contract value for IKON Office Solutions was \$9,722.00

There was no public comment.

Commissioner Stamper stated that the item had been first read into the public record and requested that it be returned at the next Commission meeting for further discussion and final approval.

**Subject: Public Works Department**

***A. Second Reading & Approval of Proposal for Consultant Services for Coats Lane Bridge***

Commissioner Miller stated that the Public Works Department felt that the item would be better serviced by contracting-out the inspection, due to a lack of personnel experience with this type of inspection, within the department.

Commissioner Miller moved to approve the Proposal for Consultant Services agreement between Boone County and Trabue, Hansen & Hinshaw Inc., for Construction Services for the Coats Lane Bridge Improvement Project, in an amount not to exceed \$15,431.00. It is further ordered that the Presiding Commissioner be hereby authorized to sign the Agreement.

Commissioner Elkin seconded the motion.

There was no discussion or public comment.

The motion passed 3-0. **Order 297-2001**

***B. First Reading of Utility Relocation Agreement for Dee Woods Road Project***

John Watkins, Public Works Department was present on behalf of this matter.

John Watkins stated that in every discussion the Public Works Department had prior to the project, several utility problems were never identified. He stated that the problems were not discovered until the pre-bid meeting. He noted that the County would be dealing with both Boone Electric (to the west) and AmerenUE (to the east).

Mr. Watkins stated that the County would have no conflicts with AmerenUE, except for guide arms, noting that there would be no cost to the County. He stated that Boone Electric would have to relocate all of their poles in the area. He noted that the project would cost \$61,936.31.

Commissioner Miller asked how engineering could have overlooked this issue.

Mr. Watkins stated that he could not give a definite answer, but noted that at least four different project managers have handled this issue. He stated that there was no correspondence in the project's files regarding utility problems, other than the waterline. He noted that the Public Works Department has been concentrating on the waterline issue for the last two years.

There was no public comment.

Commissioner Stamper stated that the item had been first read into the public record and requested that it be returned at the next Commission meeting for further discussion and final approval.

**Subject: Authorize a Closed Session pursuant to Section 610.021 (1) RSMo.**

Commissioner Miller moved to authorize a closed session immediately following the Tuesday, July 3, 2001 meeting as authorized by Section 610.021 (1) RSMo., to discuss legal action or litigation involving a public governmental body any confidential or privileged communications between a public governmental body or its representatives and its attorneys.

Commissioner Elkin seconded the motion.

There was no discussion or public comment.

The motion passed 3-0. **Order 298-2001**

**Subject: Rescind Commission Order 243-2001**

Commissioner Miller stated that the Commission appointed Jeane Grace of the Rocky Fork township to the Road and Bridge Advisory Committee. She stated that the appointment came under heavy confusion in the Commission office. She noted that the Commission unknowingly appointed two persons from the Rocky Fork Township. She further noted that she spoke to Ms. Grace, adding that she was agreeable to stepping-down until the position becomes available again. She added that Ms. Grace simply wanted to be involved with County government.

Commissioner Miller moved to rescind Commission Order #243-2001, appointing Jeane Grace of the Rocky Fork Township to a 4-year term on the Road and Bridge Advisory Committee.

Commissioner Elkin seconded the motion.

There was no discussion or public comment.

The motion passed 3-0. **Order 299-2001**

**Subject: First Reading of Budget Amendments for Circuit Court State Grants and Contracts**

Bob Perry, Court Administrator's Office was present on behalf of this item.

Bob Perry stated that the budget amendments regarded three grants and two contracts. He stated that the amendments would be for a period beginning in July, 2001 and ending in December, 2001. He noted that Victim Services Grant was provided by the Department of Public Safety, in the amount of \$14,765.00.

Mr. Perry stated that the Intensive Intervention Program grant was provided by the Division of Youth Services (DYS), in the amount of \$15,797.00. He stated that the grant for Probation Services provides funding for two deputy juvenile officers, in the amount of \$29,457.00.

Mr. Perry stated that the two remaining items were contracts from the State Division of Family Services, in the amount of \$29,458.00 and \$18,000.00, respectively. He stated that the contracts and grants would not require any County match. He noted that the total amount for all the contracts and grants was \$107,478.00. He further noted that all the grants and contracts are continuations of existing programs.

Commissioner Stamper stated that the State was experiencing a 15-20% holdback, requested by the Governor, in most departments. He asked if Mr. Perry's department was experiencing any of these holdbacks.

Mr. Perry stated that he spoke recently with the Director of the Division of Youth Services. He stated that the "holdbacks" would most likely occur in the next fiscal year. He stated that there is a significant concern about this issue. He noted that the two grants from DYS, once informed of the cutbacks needed for this fiscal year, could be effected. He further noted that the cutbacks would occur during the second half of the grant (January-June). He added that these types of cutbacks are occurring frequently.

Mr. Perry stated his office received notice yesterday that another Department of Public Safety (DPS) grant, previously authorized by the Commission, received cutbacks. He stated that he recommended that the Court Administrator's office not proceed forward with the grant. He noted that DPS requested that the funding be divided-up into two grants. He further noted that DPS could not guarantee the second half of the grant, adding that since the grant would be used to employ an individual, it seemed unreasonable to apply for the funding.

There was no public comment.

Commissioner Stamper stated that the item had been first read into the public record and requested that it be returned at the next Commission meeting for further discussion and final approval.

**Subject: First Reading of a Budget Revision for COLD/Imaging Licenses**

Tom Schauwecker, Boone County Assessor was present on behalf of this item.

Tom Schauwecker stated that the item is an extension of the Assessor's imaging software. He stated that the imaging system is currently working. He noted that the it is Assessor's office plans to place the information on the internet.

Mr. Schauwecker stated that the Assessment fund used the monies for the software. He stated that \$5,000 was needed for software. He noted that the budget revision would apply to a consultant's \$120/hour fee for implementation of the COLD software. He further noted that the appraisers did not have the licenses to use the applications on their computers. He added that prior to the implementation, personal property was the only application available.

Commissioner Miller stated that the budget revision sounded logical, adding that it made sense that everyone in the Assessor's office have access to the software.

Mr. Schauwecker stated that he hopes, in the future, the Auditor's office will also have access to the software. He stated that the application were endless. He noted that the County would be sending two employees to Colorado in September to help expand the application. He further noted that it was the most significant investment his office has made in software during his tenure.

Commissioner Stamper stated that the item had been first read into the public record and requested that it be returned at the next Commission meeting for further discussion and final approval.

**Subject: First Reading of License Agreements for Digitized Tax Map Files (City of Ashland & The Columbia Tribune)**

Commissioner Miller stated that the County has been in the process of digitizing its base maps for the GIS system. She stated that the County has been receiving requests to utilize the maps by outside agencies. She noted that the entities that have applied to date, were sent a license agreement, stating that the County could not be held liable for mistakes with the files or that the maps could not be sold. She further noted that two entities have agreed to the license agreement.

Commissioner Stamper asked if the agreement limits the entities uses of the data and information.

John Patton responded affirmatively.

Commissioner Stamper stated that the item had been first read into the public record and requested that it be returned at the next Commission meeting for further discussion and final approval.

**Subject: First Reading of Roadway Dedication & Development Agreement for Brown School Road and Oakland Gravel Road Improvements**

Mr. Patton presented the documents to the Commission. He stated that the Agreement satisfies the County's concerns. He noted that the City of Columbia's Public Works Department has raised objection with the document. He further noted that the City has not approved the project, but added that the County's concerns were met with the current contract.

Mr. Patton stated that if the agreement were to change, the County would deal with the issue at that time.

Commissioner Stamper asked if legal counsel had reviewed the document to the County's satisfaction.

Mr. Patton responded affirmatively.

Commissioner Miller stated that the agreement needed to be settled, to allow the developers to move forward with their plans.

Commissioner Stamper stated that the item had been first read into the public record and requested that it be returned at the next Commission meeting for further discussion and final approval.

**Subject: First Reading of Contracts for the Sale of Boone Retirement Center**

Commissioner Stamper stated that Boone County and the Board of Hospital Trustee of Boone County Hospital had, over a period of time, discussed the future of the old Boone Retirement Center building. He stated that the new facility would be occupied early next year. He noted that portions of the new facility are currently under roof.

Commissioner Elkin stated that the Center's anticipated open date is scheduled for March of 2002.

Commissioner Stamper stated that the Commission has been negotiating, on behalf of this issue. He stated that the County and the Trustees each had the building appraised, eventually arriving at a figure that was approximately in the middle of the two estimates. He noted that the County intends to use the proceeds from this sale to re-invest in the acquisition and remodeling of the Public Health facility.

Commissioner Miller asked if the contract took into consideration all of the County's concerns.

Mr. Patton responded affirmatively.

There was no public comment.

Commissioner Stamper stated that the item had been first read into the public record and requested that it be returned at the next Commission meeting for further discussion and final approval.

**Subject: Second Discussion of Associate Commissioner's Back Compensation**

Commissioner Miller stated that she had not had any further discussion with Wendy Noren, Boone County Clerk, or June Pitchford, Boone County Auditor regarding a time-line for repayment. She stated that June 20, 2001 sounded reasonable as a repayment deadline date.

Commissioner Stamper moved to request the repayment of funds paid to the Associate Commissioners, in the form of back compensation, to the County Treasurer in the form of a

check no later than July 20, 2001. It is further ordered that the County Clerk and Auditor's office begin work on adjusting the other proceeds of the payments.

Commissioner Miller seconded the motion.

There was no discussion or public comment.

The motion passed 3-0. **Order 300-2001**

**Subject: Commissioner Reports**

*Commissioner Stamper*

*NACo Conference Credentials (Voting) Identification Form*

Commissioner Stamper stated that Commissioner Miller, along with several other employees, will be attending the NACo annual meeting on Boone County's behalf. He stated that the Commission would need to designate a delegate to pick-up the County's credentials.

Commissioner Stamper moved to designate Associate Commissioner Karen Miller as Boone County's designated delegate for credentials, on behalf of Boone County at the 2001 NACo Conference.

Commissioner Elkin seconded the motion.

There was no discussion or public comment.

The motion passed 3-0. **Order 301-2001**

*Sturgeon Recreation Center*

Commissioner Stamper stated he attended the dedication ceremony of the Sturgeon Recreation Center. He stated that the County made an investment with the City of Sturgeon, into the center. He noted that the money was also raised to replace the weight equipment in the Center.

*City of Columbia Voluntary Annexation Requests report*

Commissioner Stamper stated that the Commission received notification from the City of Columbia regarding two Voluntary Annexations. He stated that one of the annexations was for 3.51 acres of land by Friendship Missionary Baptist Church, the second was 2.72 acres of land located on the Northeast side of Old Ridge Road, north of Woods Edge Road. He noted that the annexation sounded to be individual property owners choosing to annex into the City. He further noted his concern for this type of annexation.

*Sole Source of Courtroom Sound System Maintenance Agreement report*

Commissioner Stamper stated that he authorized, on behalf of the Commission a sole source agreement for the Courtroom Sound System Maintenance, with Tech Electronics. He stated that the original sound system agreement was for the complete sound system installation in all the

courtrooms and assembly room, was in the amount of \$91,331.27. He noted that because the initial warranty was due to expire, the maintenance agreement would be needed. He further noted that the Sole Source Agreement would be \$3,000 per year.

*Commissioner Miller*

*Consensus Item on Behalf of Public Works*

Commissioner Miller stated that the location where the County stores its grater, in Hallsville, is being resurfaced. She stated that the City of Hallsville has requested that the County contribute in thickening the asphalt at the grater location, if it would choose to continue housing the item in the area. She noted that the City did not feel that the asphalt was thick enough to handle the weight of the equipment. She further noted that the cost to increase the asphalt by an additional three inches would be \$4,709.00.

Commissioner Miller stated that as new hires have been made for grater operation, within the last year, the Commission has attempted to move the grater to a neutral location. She stated that it would take a considerable amount of time to move all the graters to a neutral location, noting that space for graters becomes available based on the retirements of other graters. She noted that she did not want to house County equipment on personal property, adding that it was a liability factor (due to the servicing, changing oil and fueling).

Commissioner Miller stated that she recommended that the County purchase the additional asphalt.

Commissioner Elkin asked if any discussion had occurred regarding other possible locations for this type of equipment. He stated that he was aware that Greg Edington had had discussion with the school district to house the grater there.

David Mink, Public Works Director, stated that he had spoken with the school district regarding this item. He stated that at the time, the school district was not receptive to the idea. He noted that there had been a change in the superintendent's positions. He further noted that the department could re-visit the option, if the Commission desired.

Mr. Mink stated that there were several other public options that could be explored. He stated that Public Works had a discussion with MoDOT, regarding the possibility of sharing a facility (at Highway 124 & 63). He noted however that a shared facility would be two or three years away from completion.

Commissioner Elkin stated that he would appreciate an opportunity to visit with members of the community in the area. He stated that he would try to arrive at several other options, in an attempt to avoid the County having to pay \$4,709. He noted that no matter where the equipment is housed, the County would always have a liability issue.

Mr. Mink stated that currently the County is not fueling on-site, noting that Public Works takes

the equipment to a private filling station in Hallsville. He stated that in the wintertime the graters' block heaters needed to be plugged-in. He noted that he was not aware what type of arrangements had been made regarding this concern.

Mr. Mink stated that the item still had some time for consideration. He stated that if the Commission chose to explore other options, he would contact the City of Hallsville for an extension, regarding a final decision. He noted that the City is currently trying to settle their contract, adding that Hallsville is not ready to perform the work.

Commissioner Miller stated that the Commission should explore all options. She stated that in her opinion, it was better for the equipment to be housed on governmental property, not private property.

Commissioner Stamper stated that an intern for the County did a Grater-relocation study several years ago, due to an employee complaint. He stated that the study demonstrated several issues (insurance, EPA and property value) that forced the Commission to consider housing the equipment on "independent placement". He noted that another hope of the Commission was to have the graters run longer than four to five hours per day. He further noted that the County considered hiring part-time employees to help remedy the situation.

Commissioner Stamper stated that in his opinion the graters should be housed in a neutral location.

Commissioner Miller stated that she had no problems in allowing Commissioner Elkin to explore other options regarding this matter.

*Georgetown Homeowners Association report*

Commissioner Miller stated that she attended that Homeowners Association meeting, along with Mr. Mink and David Piast (Public Works Department). She stated that the interest behind the meeting was due to the recent flooding in the area. She noted that the meeting stressed improving streets in the area. She further noted that the County has been considering these concerns, in its long-term planning.

Commissioner Miller stated that in regards to storm-water drainage issues, the question, "What can be done to fix the current problem?" is the primary concern. She stated that the residents had concerns about: the safety of children/home values, repairs completed before next year, if development could be stopped, determining who is liable for increased stormwater runoff, and imposing tighter regulations on developers for stormwater runoff.

Commissioner Miller stated that another topic of debate with the Association was speeding in the subdivision. She stated that the association had questions regarding: what could be done about speeding in the area, if the sheriff could set-up more speed-traps are certain times during the day, the installation of speed humps on a permanent or trial basis, and the Scott Boulevard extension. She noted that these concerns were being worked-on.

Commissioner Miller stated that she informed the Association that the County has an engineer on contract to examine the roadways in Georgetown. She stated that the project would be over a million dollars, adding that it would be a long-term County payoff. She noted that Association would need to take some responsibility for the stormwater runoff issues. She further noted that older subdivisions, like Georgetown, have made changes over the years that make stormwater issues occur, especially during extreme storms. She added that an appropriate solution would need to be found for this situation.

*Ashland Economic Development Meeting Update report*

Commissioner Miller stated that she attended the Development meeting. She stated that Senator Carnahan is working on trying to help the County get its Planning Grant for south county land use (open space and sewer study). She noted that the County should put its efforts into finding money for infrastructure to encourage development, rather than “giving away tax dollars to pay for the infrastructure” (Tax Increment Financing, TIF). She further noted that at the meeting she presented the information, that the Commission had participated in via the internet, regarding the Perry Institute Symposium.

Commissioner Stamper asked if the economic committee was committed to going down that (TIF) road.

Commissioner Miller stated that she did not think the economic committee was fully committed to TIF's. She noted, however, that the City of Ashland administration was committed.

Commissioner Miller stated that she was concerned about the annexed area, noting that she hoped the City has regulations in place for the permanent zoning on the 800 acres. She stated that to her knowledge, the City plans on having planned development. She inquired if the planned development would allow the City to do traffic studies. She noted that the Commission should comment on these types of issues, especially when the proposed development would be increasing traffic on a roadway that is partially owned by the County. She added that in her opinion, a traffic study should be required when truck traffic to the area will be doubled.

*Commissioner Elkin*

*Regional Planning Commission (RPC) report*

Commissioner Elkin stated that he met with the Mid-Missouri Regional Planning Commission last week. He stated that a discussion occurred regarding life sciences by the economic development committee of the RPC. He noted that the committee will be working with Dr. Hoffman. He further noted that one of the goals of the economic development committee is to create a study of the bio-life sciences technology in a six-county region.

Commissioner Elkin stated that the RPC is looking for a new office space, noting that it is trying to find an office in the City of Ashland. He noted that the RPC should stay in Ashland

Commissioner Miller noted that the Commission appreciated Commissioner Elkin's efforts on behalf of the County.

Commissioner Elkin stated that the RPC was a growing Commission. He noted that he was appointed as Chair of the Regional Planning Commission. He further noted that the RPC has rescheduled board retreat in Callaway County, sometime this fall.

There was no public comment.

The meeting adjourned at 10:25am.

Attest:

\_\_\_\_\_  
Don Stamper  
Presiding Commissioner

\_\_\_\_\_  
Wendy S. Noren  
Clerk of the County Commission

\_\_\_\_\_  
Karen M. Miller  
District I Commissioner

\_\_\_\_\_  
Skip Elkin  
District II Commissioner