

TERM OF COMMISSION: November Session of the November Adjourned Term

PLACE OF MEETING: Boone County Government Center Commission Chambers

PRESENT WERE: Presiding Commissioner Don Stamper
District II Commissioner Skip Elkin
Deputy County Clerk Shawna Victor
County Counsel John Patton

The meeting was called to order at 9:36 a.m.

Subject: Employee Recognition – 1st and 3rd Quarters

Bill Florea of the Employee Recognition Committee stated they would first like to recognize the employee of the first quarter.

Commissioner Stamper introduced Marlene Ridgeway of the Purchasing Department as the employee of the first quarter. Commissioner Stamper stated Marlene strives to provide customer service to her department's customers, her peers. She manages to provide excellent customer service while still making wise choices and protecting our taxpayer's dollars. Marlene feels a sense of dedication and pride in working for Boone County. Her positive attitude provides a good role model for her peers and her professionalism represents Boone County well as a front line contact. Marlene unselfishly agreed to serve Boone County as Interim Director of Purchasing when Becky Jackson resigned. She rose to the occasion and did an excellent job of running the department.

Also nominated for Employee of the First Quarter are:

Jeff Davis, Assessor's Office
Chuck Jones, Information Technology
Sally Hogan and Scott Ewing, Sheriff's Department
Tammy Reinkemeyer, Prosecutor's Office
Glen Whitehurse, Wayne Garrett, Don DeMeyer, Mark Donaho, Sam Amick, and J.C. Csolak, Public Works

Melinda Bobbitt, Purchasing Department Director, stated she nominate Marlene because when she first started she noticed Marlene's dedication to the department and to the County. Marlene's work has been excellent especially when she was filling in as interim director.

Bill Florea stated he served as co-chair on the recognition committee for one year. Marlene has been helpful and he appreciates her efforts. Mr. Florea presented Mrs. Ridgeway with a certificate of appreciation and a gift certificate to Red Lobster.

Kevin Crane, Boone County Prosecuting Attorney, stated Tammy Reinkemeyer is an excellent employee. She began with the Circuit Clerk's Office in 1997 and became the legal secretary in the Prosecuting Attorney's Office in May 2000. She has a great attitude and is always willing to take on extra work. Her service is greatly appreciated.

Tom Schauwecker, Boone County Assessor, stated Jeff Davis was nominated by his peers and does not believe that there could be a higher honor. Mr. Davis is a past recipient of this employee of the quarter award. He has been with the County for 10 years. He comes early and stays late. He does his work with a smile.

David Nichols, Boone County Public Works, stated he is representing David Mink, Director of Public Works, who could not be at the meeting today. Mr. Nichols stated that Sam Amick has been with the department for eight years. He is the head of the shop, over the mechanics. He is in charge of the safety committee and does a wonderful job. He keeps the staff in order.

Michael Mallicoat, Director of Information Technology, stated Chuck Jones has been with the County for one year, with today being his anniversary. Although Mr. Mallicoat has only been with the County for a short time, Mr. Jones is one of the hardest working people he has worked with. He has many responsibilities, making sure that mail is delivered and picked up on time. He has not missed one day of work. He wants to do the right job and is a high quality person. These past few weeks have been stressful because all tax bills are being mailed out.

Commissioner Stamper invited Edward Williams of Facilities Maintenance, Loutisha Glasgow of the Auditor's Office, Paula Evans of Planning and Building Inspections Department, Donna Minnis of the Commission Office, and William Montgomery of Public Works forward for recognition of employee of the third quarter.

Commissioner Stamper stated today the Commission is recognizing Edward Williams, a.k.a. Eddie as employee of the third quarter. Eddie always has a positive attitude and is pleasant and cheerful. He offers a "tip of his hat" and a "Good Morning" to those he meets no matter how his day is going. His workday starts at 5:00 a.m. and no matter how long or under what conditions he works, rain, snow, or heat, he carries his smile into our facilities. Eddie has a keen sense of detail. He is very observant of what is going on around him and does not waste his time on unnecessary things. His friendly and courteous behavior does not go unnoticed or unrecognized by other employees or guests in our building.

Ken Roberts, Facilities Maintenance Manager, stated Eddie was one of the first people he met in the department and noticed that he could give Eddie a job and would not question it, even though it was not the best job in the world. This kind of attitude has enable the Facilities Maintenance department to get many things done. Eddie does not argue he just

does his job. He has kept the courthouse going although the department has been short staffed recently.

Sam Amick, Boone County Public Works, stated Bill has gone from junior mechanic to senior mechanic in nine years. In the first couple of years of their job, they came up with a certification program for the mechanics. Bill took charge of this program. His hard work is appreciated.

Bill Florea, Planning and Building Inspections Department, stated Paula has been the office coordinator for almost two years. She treats people that come in the office with respect, keeps the office going, and her work is appreciated.

Tom Schauwecker, Boone County Assessor, stated Loutisha Glasgow has been with the Assessor's Office for six years and works in the personal property section of the office. Loutisha was nominated by her peers. She has an eye for detail and the work given to her will be done well.

Commissioner Stamper stated Donna Minnis is one of the greatest staff members that work in the Commission Office. Commissioner Miller could not be at the meeting today but sends her congratulations. Donna is a native Boone Countian. She has a delightful attitude and willing to do jobs that are not necessarily hers. The Commissioners appreciate the work that she does.

Commissioner Stamper stated it is not said often enough that the employees are what keep the County going. No matter what is done or at what level of the organization, their work is appreciated.

Subject: Purchasing Department – Second Reading and Award of Bid 52-25SEP01 (Data Tape Cartridges)

Melinda Bobbitt, Purchasing Department Director, stated there were twelve bids received for this bid. Upon completion of bid evaluations, Purchasing and Information Technology Departments recommend award to SCR, Inc., of Bridgeton, Missouri for having the lowest and best bid meeting minimum specifications. Total cost of contract is \$11,645.76.

Commissioner Elkin moved to award bid 52-25SEP01 for the furnishing and delivery of data tape cartridges to SCR Inc., of Bridgeton, Missouri.

Commissioner Stamper seconded the motion.

There was no discussion or public comment.

The motion passed 2-0. **Order 502-2001**

Subject: Sheriff's Department

A. Second Reading and Public Hearing of Budget Amendment for K-9 Purchase

Commissioner Elkin stated this budget amendment is to close out the purchase of the K-9, making some adjustments in some account.

Commissioner Elkin moved to approve the following budget amendment:

| Department Account and Title | Amount Decrease | Amount Increase |
|------------------------------|-----------------|-----------------|
| 2523-92300: K-9 Fund | | \$3,400.00 |
| 2500-92300: Forfeiture Fund | \$3,400.00 | |

The said budget revision is to increase the budget to reflect the correct expense account for the K-9 purchase.

Commissioner Stamper seconded the motion.

There was no discussion or public comment.

The motion passed 2-0. **Order 503-2001**

B. Second Reading and Approval of Budget Revision for Razor Wire Installation

Commissioner Stamper moved to approve the following budget revision:

| Department Account and Title | Amount Decrease | Amount Increase |
|--|-----------------|-----------------|
| 1123-86800: Emergency Funds | \$4,485.00 | |
| 1123-91200: Buildings and Improvements | | \$4,485.00 |

The said budget revision is for the purchase of Razor Wire from Woodlink Fence Company to upgrade security in the outside recreation yard of Boone County Jail.

Commissioner Elkin seconded the motion.

There was no discussion or public comment.

The motion passed 2-0. **Order 504-2001**

Subject: Public Works – First Reading to Approve Hire above the Base of the Range

David Nichols, Boone County Public Works, stated there was an opening for a construction inspector. There were around 10 applications, six of those applicants were interviewed and a selection was made. The department is requesting to hire above the base range. The base is \$13.15 per hour and the department is making an offer is \$13.60 per hour. The department believes that this offer is justified base on qualifications and the education. This is also the base of the proposed salary adjustment.

Commissioner Stamper asked if this was a position in the current structure that was below minimum. Mr. Nichols stated this was correct. Betty Dickneite, Director of Human Resources, has issued a memorandum endorsing this issue.

Commissioner Stamper stated this was a first reading and requested the Deputy County Clerk to schedule this for a second reading at the next available meeting with an appropriate order for approval.

Mr. Nichols introduced Jill Bailey who is the new Office Coordinator for Public Works.

Subject: Second Reading and Approval of Change of Assessment for Pin Oak Neighborhood Improvement District

Commissioner Stamper moved to approve the following resolution and order for correction of assessment roll for the Pin Oak Neighborhood Improvement District:

WHEREAS, the County Commission of Boone County, Missouri previously entered an order of final assessment for the Pin Oak Sanitary Sewer Neighborhood Improvement District on July 25, 2000, pursuant to § 67.463, RSMo, and supplemental assessment roll on September 21, 2000, pursuant to § 67.467.1, RSMo, and

WHEREAS, the County intends to order a correction of the assessment roll concerning certain properties benefited by the improvement project pursuant to § 67.467.1, RSMo.

NOW THEREFORE BE IT RESOLVED AND ORDERED by the County Commission of Boone County, Missouri as follows:

1. It has been determined that the Tract 10 of survey recorded in Book 356, Page 45 and Lot 22 of survey recorded in Book 374, Page 831, which were both listed in the final assessment roll under parcel # 17-309-02-00-031.01 and which were both assessed under the same parcel number (double assessment), have changed ownership and been assigned separate parcel numbers by the Boone County Assessor, namely: parcel # 17-309-02-00-031.01 has been assigned to tract 10 of survey recorded in Book 356, Page 45, and parcel # 17-309-02-00-031.02 has been assigned to Lot 22 of survey recorded in Book

374, Page 831.

2. It is therefore ordered that one assessment be made against each property for outstanding balances due for 2001 and thereafter as follows:

- * Christopher Scott and Kimberly Jo Bloebaum - parcel # 17-309-02-00-031.01- Section 2, T48N, R12W, described as Tract 10 of survey recorded in Book 356, Page 45, Boone County records.
- * Martin D. Broderick - parcel # 17-309-02-00-031.02 - Section 2, T48N, R12W, described as Lot 22 of survey recorded in Book 374, Page 831, Boone County records.

3. It is further ordered that the Pin Oak Neighborhood District assessment roll be corrected as specified in this order and that a copy of this order be provided to property owners named in this order and the Boone County Collector.

Commissioner Elkin seconded the motion.

There was no discussion or public comment.

The motion passed 2-0. **Order 505-2001**

Subject: Second Reading and Approval of Resolution for Overall Economic Development Program

Commissioner Stamper moved to adopt the resolution for an overall economic development program for the Mid-Missouri Regional Planning Commission and authorizing application for designation as an economic development district by the Mid-Missouri Regional Planning Commission per the attached resolution.

Commissioner Elkin seconded the motion.

Commissioner Elkin stated the Regional Planning Commission has an economic development sub-committee set up to promote in the Central Missouri region. One of their focuses right now, through a grant, is for the life sciences and biotechnology in Central Missouri. This offers support of the establishment of the district.

There was further discussion and no public comment.

The motion passed 2-0. **Order 506-2001**

Subject: Clerk's Office – First Reading for Approval of Budget Amendment

Wendy Noren, Boone County Clerk, present on behalf of this item.

Wendy Noren stated this is a first reading on a budget amendment for insurance. This is regarding the MARCIT pool, the insurance pool, the County belongs to. Many of the entities are municipalities and they have always wanted a July 1 date to coincide with their fiscal year. The board voted to change the premium year start on the liability to July 1 from March 1. This means an additional three months premium that is due. When MARCIT notified the County, they are trying to let the County spread the additional premium over two years.

The money in the budget has been identified. Ms. Noren is recommending the County use the \$30,000 originally approved to use for the deferred compensation program to pay for this additional premium. This would mean the Commission Order approving this would have to be rescinded to come up with the money to pay for the additional three months premium. Between now and January 15, 2002, between this budget year and next, the County has to come up with, out of general revenue, about \$70,000 additional to cover the three month premium. The premium rates will probably raise next year due to disasters in the insurance industry, particularly in the re-insurance market. The County will be getting three more months at the premium rate from last March.

It has been identified as to where the money needs to go and an increase in the income to the budget to reflect the payments received from MARCIT. It is also anticipated that the County was on schedule to get a rebate similar to the one received from MARCIT this year, next year.

Commissioner Stamper stated this is a first reading of a budget amendment. He asked Ms. Noren if it was her intent to rescind the previous commission order allocating the MARCIT refund into other issues and refocus the money back into this issue. Ms. Noren stated this was correct.

Commissioner Stamper requested the Deputy County Clerk to schedule this for a second reading and public hearing at the next meeting after the ten day waiting period with an appropriate order for approval and an order to rescind the original commission order allocating these funds.

Subject: Discussion – Redistricting

Wendy Noren, Boone County Clerk, present on behalf of this item.

Wendy Noren stated after the ten-year census, the jurisdictions that have a representative form of government need to look at the districts from which the representatives are elected to determine whether they are equal in population. It was anticipated that District I and II of the County Commission would need to have some adjustments to the lines this year. The ideal district would be approximately 67,000 each. Currently, District I has a little over 74,000. The line would have to be changed to move 7,000 to 14,000 from District I

to District II. This is according to the court interpretations.

Ms. Noren stated that state law requires that the boundaries of County Commission Districts follow the township lines. There are currently seven townships. The townships are not equal in population, with the smallest having a population of 2,711 (Bourbon Township) and the largest has a population of 63,334 (Missouri Township). Consequently, there will have to be some adjustment to the boundaries. When this was originally pointed out, Commissioner Miller stated that she would like to see some equality between the two districts in the number of townships. There has been some discussion about rather than just changing the boundaries of the townships so they can be parceled into commission districts but to possibly add some districts before the process is started of changing those.

If this is what the Commission wants to do, then the first thing the Commission needs to do is determine the number of townships they would like to see. Ms. Noren stated it would be a huge disruption if the population of 135,000 and divided it by seven and tried to come up with seven equal townships or divided it by ten to come up with ten equal townships. The Commission needs to know whether they want minimal changes to the current township lines. The hardest decision will be coming up with names of these new townships. The seven current townships that will be effected have traditional lines.

Ms. Noren stated the question arises as to when this should be done. The new township lines cannot be effective until 2004 election year, this is when people would run for those districts. The only thing that is elected from the townships are political party committee people. There are currently three political parties that are currently on the ballot that have county committees in each ward or township.

Ms. Noren stated she was thinking about whether or not this could even be effective before the effective date of the commission because of the statutory requirement that the commissions not cross township boundaries. She believes that a schedule should be gone forward with to look at trying to determine the number of townships sometime in December. She would also recommend waiting to see the legislative district map and the ward map for the city of Columbia and other municipalities in Boone County. The legislative districts are scheduled to be released by the courts in late December or early January.

Commissioner Stamper stated that the preference of the Commission is to have a balance in townships between the Commission Districts, so townships would be added to the what is known as the Southern District. There are only two townships in the Southern District currently. There is no intention of reducing the number of townships. The Commission believes that additional townships would bring more standing on Planning and Zoning and other places where townships are represented. He believes it to be wise to wait for the new legislative boundaries from the court recommendations and the municipal boundaries. There has been no discussion of numerical balance between the townships, which is

something that cannot be controlled due to population growth.

Ms. Noren stated it would be difficult to combine the townships in the Northern District because of the sparse population in Centralia and Bourbon Townships. There is a certain historical significance to some of the township lines and does not believe that there is a need to adjust them more than what is needed in order to meet the statutory requirement.

Commissioner Stamper the Commission is committed to making the necessary adjustments between the two districts and would also like to address the number of townships and their balance between the districts.

Commissioner Stamper requested legal opinion on this matter from John Patton, County Counsel, about the sequencing and timing of this issue.

Subject: Authorize Use of Commission Chambers

Commissioner Stamper moved to authorize the use of the Commission Chambers of the Roger B. Wilson Boone County Government Center on Monday, November 12, 2001 from 6:30 to 8:15 p.m. by the Columbia Daily Tribune for a panel discussion on BioTerrorism.

Commissioner Elkin seconded the motion.

There was no discussion or public comment.

The motion passed 2-0. **Order 507-2001**

Commissioner Reports

Commissioner Stamper

Disability Mentoring Day

Commissioner Stamper stated recently the Commission attended a Disability Mentoring Day, put on by the University of Missouri. It is designed to provide opportunities for mentoring students and non-students who have disabilities. Lee Hensen, ADA Coordinator for the University of Missouri, was an essential component in getting this organized.

*Missouri Department of Health and Senior Services – Strategic Planning 2000-2005
(2002 Update)*

Commissioner Stamper stated that he has received a 2000-2005 Strategic Plan for Healthy People Healthy Communities from the Missouri Department of Health and Senior

Services.

Commissioner Stamper requested to hold the report on the Emergency Management Training program he attended until all Commissioners are present.

Commissioner Elkin

Nothing to report at this time

There was no public comment.

The meeting was adjourned at 10:25 a.m.

Attest:

Don Stamper
Presiding Commissioner

Wendy S. Noren
Clerk of the County Commission

Karen M. Miller
District I Commissioner

Skip Elkin
District II Commissioner