

TERM OF COMMISSION: December Session of the November 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 Shawna Victor

The meeting was called to order at 1:34 p.m.

Subject: Central Missouri County Human Development Corporation – Second Reading and Approval of Merged Voucher Program for Section 8/HUD for FY03

Commissioner Stamper moved to authorize the Presiding Commissioner to sign the Requisition for partial payment of Annual Contributions, Estimate of Total Required Annual Contributions, Disclosure of Lobbying Activities, and Certification of Payments to Influence Federal Transactions for the Section 8 program with the Central Missouri Counties Human Development Corporation for Fiscal Year 2003 effective April 1, 2002.

Commissioner Elkin seconded the motion.

There was no discussion or public comment.

The motion passed 3-0. **Order 566-2001**

Subject: Sheriff's Department – Second Reading and Approval of Hire Above the Base of the Range

Sheriff Ted Boehm was present on behalf of this item.

Commissioner Stamper stated he and Sheriff Boehm had a long discussion yesterday about this item. The Sheriff has identified a court case in Clay and Stone Counties where questions came forward about the given authority of Commissions and Sheriffs with budgets after they have been approved. The court case clearly states, for those counties, that after the budgets are finished, the expenditures and how the funds are used is at the discretion of the elected official, in this case, the Sheriff. It puts the process of a handshake and friendly agreement in question because the Sheriff interprets that these decisions on where to hire within the range, as long as the budget amounts are available, is at the discretion of the elected official. The Commission has always treated these issues favorably when brought forward to the Commission in the past. There is a difference of opinion, which he believes is fair to say. Commissioner Stamper stated he does not have a sense in speaking with the Sheriff about this issue further that it is the Sheriff's intent to

be obstinate with these issues and believes that he is working to fill positions with qualified people.

Betty Dickneite, Director of Human Resources, told Commissioner Stamper before the meeting that the Sheriff has started the paper work to resolve the internal inequity. The Sheriff has allocated some merit to the other position for this year. Commissioner Stamper asked the Commission and the Sheriff to think procedurally on these matters about how they should come forward. If these issues do not have to come to Commission then it does not make sense to take their time to do it. This would be different from the standard of practice with other elected officials and what the Commission understands to be the policy.

Commissioner Stamper asked the Commission if they had a preference on how to handle this issue. Commissioner Miller stated she could move forward with this issue today. She does have some concerns about this issue but feels that they do not need to be discussed at the table today.

Commissioner Stamper stated if the Commission follows the consultant's recommendations, in the future, of the salary study, because it gives 80-90% of the authority to the elected official.

Commissioner Elkin moved to approve the hire above the base of the range for a Corrections Officer I at the Boone County Sheriff's Department for a starting salary of \$11.84 per hour.

Commissioner Miller seconded the motion.

There was no discussion or public comment.

The motion passed 3-0. **Order 567-2001**

Subject: Purchasing Department

Marlene Ridgeway, Purchasing Department Buyer, was present on behalf of these items.

A. Second Reading and Award of Bid 66-04DEC01 (GIS and Mapping Software)

Marlene Ridgeway stated this is requesting award to Gerke and Associates for this software. The cost of the award is \$5,770.00.

Commissioner Miller asked Ross Short, GIS Technical Manager, what they would be able to do with this software. Ross Short stated they would be able to display digital maps over the Intranet and eventually over the Internet.

Commissioner Miller moved to award bid 66-04DEC01 for GIS and Mapping Software to Gerke and Associates.

Commissioner Elkin seconded the motion.

There was no discussion or public comment.

The motion passed 3-0. **Order 568-2001**

B. Second Reading and Approval of Contract Amendment to Bid 60-19NOV01 (Snow Removal Services)

Marlene Ridgeway stated there should be two separate contracts. One is an amendment removing Greenup Portable Buildings from Group 3 because they were unable to acquire the specified insurance coverage as required in the original bid. The second contract is requesting awarding Group 3 to the next lowest bidder, which is Thomas Grant Snow Removal. This group is for Sunrise Estates and Highfield Acres.

Commissioner Elkin moved to approve contract amendment #1 for bid 60-19NOV01 (Snow Removal and Ice Control Services) for Greenup Portable Buildings LLC and award group three to Thomas Grant Snow Removal.

Commissioner Miller seconded the motion.

Mrs. Ridgeway stated Thomas Grant called her yesterday to inform her that he has been able to acquire the insurance.

There was no further discussion and no public comment.

The motion passed 3-0. **Order 569-2001**

C. First Reading of Bid 64-04DEC01 (Janitorial Services)

Marlene Ridgeway stated the Facilities Maintenance and Purchasing Departments have reviewed the responses received and recommend awarding to Woodley Building Maintenance for having the lowest and best bid meeting minimum specifications.

Projected annual cost is \$23,967.48 for year 2002. This would cover the Courthouse and Family Support Division areas.

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

Commissioner Miller asked Mrs. Ridgeway if pre-screening of employees was included in the contract. Mrs. Ridgeway stated they requested names, social security numbers of the

employees that would be working so they could do background checks.

Commissioner Miller asked if this was a new company. Mrs. Ridgeway stated the County has not done business with this company in the past.

There was no further discussion.

Commissioner Stamper stated this is 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 award.

D. First Reading of Bid 47-14DEC01 (Inmate Detention Supplies)

Marlene Ridgeway stated the Sheriff's and Purchasing Departments have reviewed the responses received and recommend the following:

Sections 4.7.5, 4.7.7, 4.7.9, and 4.7.10 be awarded to ANC Supply/Net for having the best bid meeting minimum specifications.

Sections 4.7.1, 4.7.2, 4.7.3, 4.7.4, 4.7.6, 4.7.8, and 4.7.11 to be awarded to Bob Barker Company, Inc for having the best bid meeting minimum specifications.

The department is recommending awarding Sections 4.7.1 and 4.7.7 to the second lowest bidder. The cost savings for separate contracts for these line items would cost more than the \$453.00 we would save. Our sole purpose in the evaluation process is to determine from among the responses, which is best suited for the County's needs at the lowest possible cost.

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

Commissioner Stamper stated this is 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 award.

Subject: Public Works

A. Second Reading and Approval of Adopt a Roadway

Commissioner Miller moved to approve the request by Gretchen Carlisle on behalf of the David Allen Road Neighborhood to adopt one mile of David Allen Road beginning at the intersection of David Allen Road and Rangeline and ending one mile east of the intersection for litter control.

Commissioner Elkin seconded the motion.

There was no discussion or public comment.

The motion passed 3-0. **Order 570-2001**

B. 2002 Stormwater Contract Presentation

Jim Davis and David Nichols, Boone County Public Works, were present on behalf of this item.

Commissioner Miller stated the County has been working with Mr. Davis on the educational components required under the Environmental Protection Agency (EPA) Phase II.

David Nichols stated he believes the process is working and they have had monthly meetings. Mr. Davis will be presenting their accomplishments throughout the year. They would like to see the contract be renewed. They have come to the Commission today to discuss options to continue working with the watershed groups and the potential bringing in more watersheds in Boone County.

Mr. Davis reviewed the *Community Storm Water Project Progress Report* (December 2001).

Mr. Davis stated they have made additions to their slide show based on the event with the Columbia Board of Realtors and have five additional presentations in January 2002.

Mr. Davis said included in the packet is a copy of *Summary: Storm Water Problem Assessment Community Storm Water Project* (October 2001). Also included in the packet is a list of the leadership and active members in each partnership.

Mr. Davis discussed some of the activities planned for spring 2002. The Bonne Femme Watershed is planning an event at Ashland Park and the Little Bonne Femme Watershed will be participating in the Stream Appreciation Day with Rock Bridge State Park. Hinkson Creek plans to have a picnic at Capen Park and will be tying other events into the picnic. Hominy Creek is hoping to have another watershed festival this spring. Meredith Branch is trying to sponsor some tree planting events and doing some educational walking events. Harmony Watershed is concerned with the extension of Worley. Flat Branch Watershed is taking the most aggressive approach and they will be doing a major watershed festival. The other three partnerships are in the process of planning meetings.

Mr. Davis included a NEMO Project Fact Sheet, which is an extension publication out of Connecticut and an appendix from a document, which is a review of the literature currently available on impervious surfaces and their impacts on streams.

Mr. Davis stated, given the nature of these watersheds, they are staff intensive. If expansion is needed into other watersheds, he believes that it would require more staff resources. Watersheds could be grouped together in the same geographic region and the staff could possibly handle six more watersheds without needing additional staff. He estimates a half-time employee, to pick up an additional seven watersheds would cover the county and the cost of that would be approximately \$20,000.00. Mr. Davis discussed the pros and cons of the additional partnerships.

Commissioner Miller stated she preferred not to decrease the energy that has already been focused on the areas that will be under the EPA Phase II and that need the resources now. As the proper ordinances are developed then they can consider expanding out into the areas that will fall under future EPA regulations. She would like to keep the focus on what is being required to do so that they will be ready when the deadline comes.

Commissioner Elkin asked if everything was under EPA regulations. Commissioner Miller stated the urban areas are under EPA Phase II and this second phase does not cover the whole county.

Commissioner Elkin stated he sees all the watersheds tied together and does not differentiate the water in the urban and rural areas because the water flows from north to south, in and out of rural and urban areas.

Commissioner Miller stated that this is done by watershed and if they are dealing with the watersheds in EPA Phase II and fix the ordinances that will manage the existing watersheds first then she believes they will be better prepared to do the remaining watersheds.

Commissioner Elkin stated that EPA Phase II covered everything. Mr. Davis stated it covers areas in which the population density is 1,000 per square mile.

Mr. Nichols stated they would use the 2000 Census to determine urbanized areas.

Commissioner Stamper stated the question is where would the \$20,000 come from, if the Commission decided to do this. Mr. Nichols stated this is the reason why he brought this item forward for discussion because they saw both sides of this issue. In his opinion, he believes one more year into this program to get things more established. One more year of the current program and then maybe they could reach out further.

Commissioner Miller agrees this in working with the stormwater coalitions. They are working on a joint City/County Ordinance for the urban service area so they can manage what is required.

Subject: Information Technology – First Reading of Purchase of Miscellaneous Hardware and Software

Michael Mallicoat, Information Technology Director, was present on behalf of this item.

Michael Mallicoat stated the purpose of this request is to seek approval for miscellaneous hardware and software purchases that he has identified that need to be ordered yet this fiscal year. These items are listed on the spreadsheet given to the Commissioners. The spreadsheet is broken down into hardware and software. The hardware purchase totals \$1,851.99 and the software purchase totals \$2,517.43.

Sue Lake in the Auditor's Office has verified that no budget revision is necessary to cover these purchases.

Commissioner Miller asked what the first line item is for on the hardware purchase request. Mr. Mallicoat stated shortly after Carlow Strus was hired in the department, he received a request from Commissioner Elkin to help with his palm pilot and telesync software. There is a need to support this technology throughout the county and there are some employees who have these devices. He believes it would be better for the department to have this technology so they can be in a better position to support any requests. This requested item is a Compac IPAC 3835 Handheld organizer with Microsoft Pocket personal computer 2002.

Commissioner Miller stated her concern was that the County has always required that these items be bought individually and not through the department. Commissioner Stamper stated he did not know if that was required but that is what has happened.

Commissioner Miller stated the Information Technology Advisory Committee (ITAC) has discussed this issue because they see the palm pilots as a personal use item that would stay with the employee if they left the County. Mr. Mallicoat stated this is a gray area and stated the County expect the IT Department to support, these personal items, and he believes these should be integrated into County operation and be a part of the County asset.

Commissioner Stamper stated this technology will not get simpler, it will get more complex and have many uses. He does not have a problem with the County doing this, particularly in lieu of the need to support the applications in County government, and does not see a reason to back out of the request.

Commissioner Miller stated the reason she brought it up was because the ITAC had discussed it and the consensus of the ITAC was that there is a lot of standard needs in County government not enhanced needs. This is an enhanced product and ITAC did not feel it made sense to forego replacing computers on desks in lieu of getting palm pilots for the staff. She does not disagree that the department has to have some knowledge of how the palm pilot applications work and be able to install telesync software because no one should install software on their computer.

Mr. Mallicoat stated the concern of IT is that any software installed on County equipment must be licensed by the County.

Commissioner Stamper stated this is 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.

Subject: Accept Resignation of Boone County Senior Board Member

Commissioner Stamper requested that the vacancy be posted.

Commissioner Stamper moved to accept the resignation of Jean Brown from the Boone County Senior Board.

Commissioner Elkin seconded the motion.

There was no discussion or public comment.

The motion passed 3-0. **Order 571-2001**

Subject: Authorize Payroll Dates for 2002

Commissioner Stamper moved to declare the following Payroll Schedule for the year 2002:

| <i>Payroll Requisition Due Date</i> | Payday |
|-------------------------------------|-------------------|
| December 31, 2001 | January 4, 2002 |
| January 14, 2002 | January 18, 2002 |
| January 28, 2002 | February 1, 2002 |
| February 11, 2002 | February 15, 2002 |
| February 25, 2002 | March 1, 2002 |
| March 11, 2002 | March 15, 2002 |
| March 25, 2002 | March 29, 2002 |
| April 8, 2002 | April 12, 2002 |
| April 22, 2002 | April 26, 2002 |
| May 6, 2002 | May 10, 2002 |
| May 20, 2002 | May 24, 2002 |
| June 3, 2002 | June 7, 2002 |
| June 17, 2002 | June 21, 2002 |
| July 1, 2002 | July 5, 2002 |
| July 15, 2002 | July 19, 2002 |

| | |
|--------------------|--------------------|
| July 29, 2002 | August 2, 2002 |
| August 12, 2002 | August 16, 2002 |
| August 26, 2002 | August 30, 2002 |
| September 9, 2002 | September 13, 2002 |
| September 23, 2002 | September 27, 2002 |
| October 7, 2002 | October 11, 2002 |
| October 21, 2002 | October 25, 2002 |
| November 4, 2002 | November 8, 2002 |
| November 18, 2002 | November 22, 2002 |
| December 2, 2002 | December 6, 2002 |
| December 16, 2002 | December 20, 2002 |

Commissioner Elkin seconded the motion.

There was no discussion or public comment.

The motion passed 3-0. **Order 572-2001**

Commissioner Reports

Commissioner Stamper

Columbia Chamber of Commerce Board of Directors (12/14/01)

Commissioner Stamper stated there was an extensive discussion about development and the issue of retail in Columbia. The Chamber has engaged in this in an aggressive way and they are creating an interesting public debate.

I-70 Improvement Study Letter

Commissioner Stamper stated the Commission received a letter dated December 5, 2001 that the Chamber of Commerce addressed to the I-70 Improvement Study.

Boone Hospital Center Board of Trustees (10/29/01)

Commissioner Stamper stated the Board had a disagreement with Mr. Walter Johnson, who recently passed away, about the variable financing issue. Mr. Johnson was correct; the bonds are running about 1.5 to 2.0%. Mr. Johnson saw this issue in a different light from the Board.

The Board has renewed their lobbyist contract. They have hired an executive director for their foundation, Renee Hulshof, in early December. Barbara Weaver made a report on Boone Retirement Center, the hospital inspection, and there was no closed session.

Commissioner Miller asked who their lobbyist was. Commissioner Stamper stated the lobbyist is Michael G. Winter.

Jeffrey L. Bruce and Company Master Plan Proposal

Commissioner Stamper stated the Avenue of the Columns Committee is searching for money for the master planning process for 8th Street. What the Committee needs is \$75,000, the City of Columbia has budgeted \$35,000. The Committee is trying to raise the remaining amount. They asked if the Commission would be interested and Commissioner Stamper told them this was a tight budget year but would bring this issue to the Commission.

Boone County LEPC Meeting and Agenda / Minutes

Commissioner Stamper stated the Boone County LEPC has received budget allocation from the state. The meetings for 2002 are set for March 13, May 22, and September 4. There was a discussion on Homeland Defense Committee and the training he and Jim McNabb attended.

Early Head Start – Early Childhood: Building Bridges

Commissioner Stamper stated he attended a meeting on Early Childhood Development and Building Bridges, a parade of their programs. It was a discussion in what is going on in early childhood development and how important it is, especially to children in disadvantaged home. Commissioner Stamper stated 8.2% of our population is below six years of age and it costs more to send a child to a quality daycare than tuition for the University of Missouri on an annual basis. Commissioner Stamper invited this group to come to Commission and give a presentation.

Boone Electric Cooperative C.A.S.H. Program

Commissioner Stamper stated the Commission has been notified there is \$68,657.77 in the C.A.S.H. program and \$15,490.26 in the H.E.L.P program

Letter from Missouri Theatre Center for the Arts

Commissioner Stamper read the following letter from the Missouri Theatre Center for the Arts:

On behalf of the Missouri Theatre Center for the Arts (MTCA) Steering Committee I am writing to request that the Commission consider incorporating the MTCA capital campaign drive as a part of the county employee payroll deduction program.

A key component of this grassroots effort is the "Brother, Can You Spare A

Dime – A Day?” campaign. As the enclosed brochure indicates, if the campaign can generate 6,000 Columbians to pledge \$0.10, \$0.25, \$0.50, \$1.00, or \$2.00 a day for three years we will have this project completed. By providing County employees to make their pledge as a simple payroll deduction would be extremely beneficial toward the manifestation of one of Boone County’s most exciting project – the creation of a Center for the Arts producing year-round arts events and educational programming.

Sincerely, David A. White, III, Executive Director

Commissioner Stamper stated what is typically done with these type of requests is forward to Kay Murray, Boone County Treasurer, to give consideration to what payroll deductions are approved.

Notice of Two Voluntary Annexations

Commissioner Stamper stated the Commission has received notice of the following voluntary annexations:

- Voluntary Annexation of approximately 0.98 acres of land owned by Richard and Melissa Walls, located at 800 W. State Route K
- Voluntary Annexation of approximately 33.2 acres of land owned by Carleton and Sylvia Spotts, located on the north side of State Route K, east of Old Village Road

Letter from the Missouri Public Service Commission (Case # W0-2002-208)

Commissioner Stamper stated the Commission has received notice from the Public Service Commission of a proposed procedural schedule in the matter of cooperative territorial agreements between the City of Centralia and Public Water District 10 of Boone County.

Commissioner Miller

Israel Trip

Commissioner Miller stated the American Jewish Committee, through Project InterChange, was the host for her trip to Israel. It was educational and spiritual trip. They met with all parties in the Middle East Peace process about their concerns and what she took from these meetings was that they believe that peace is not possible without the United States being the mediator. She stated that Boone County did not pay for this trip.

Farm Bureau

Commissioner Miller stated she attended their Christmas meeting and dinner. The focus of the meeting was about the legislative conference many Farm Bureau member had

attended for resolutions they had proposed for their lobbyist to work on. She discussed with them the budget hearings and how it relates to the total budget. She offered the public hearing date for the roads.

Commissioner Elkin

Quarterly West-Central County Commissioners Association Meeting

Commissioner Elkin stated he attended the meeting in Jefferson City. There was a presentation from Susan Green on emergency planning. They toured Scholastic Books.

Boone County Regional Sewer District

Commissioner Elkin stated he attended their Christmas meeting and dinner earlier in the week. They discussed the new mechanical plant on South Route K is almost completed and the plant on Stanton Drive is currently under construction. They are presenting a proposal to the City of Hallsville to take over their sewer system. They are working on a few small Neighborhood Improvement Districts (NID).

Tour of New Boone Retirement Center

Commissioner Elkin stated they toured the new Boone Retirement Center. He spoke with Barbara Weaver this morning and she was impressed with the facilities, he agrees with her.

The meeting was adjourned at 2:25 p.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