

TERM OF COMMISSION: February Session of the January Adjourned Term

PLACE OF MEETING: Roger B. Wilson Boone County Government Center  
Commission Chambers

PRESENT WERE: Presiding Commissioner Keith Schnarre  
District I Commissioner Karen M. Miller  
District II Commissioner Skip Elkin  
Deputy County Clerk Shawna Victor

The meeting was called to order at 1:30 p.m.

**Subject: Juvenile Justice Center – First Reading of Budget Amendment**

Kirk Kippley, Juvenile Justice Center Superintendent, was present on behalf of this item.

Kirk Kippley stated this budget amendment will transfer remaining funds from the Art Instructor position to pay for three hours per week through the end of September for a Music Instructor. These are funds from the 2004 JAIBG grant.

Commissioner Elkin asked about the JJC expansion project. Mr. Kippley stated the project is now complete.

Commissioner Schnarre stated this is a first reading and requested the Deputy County Clerk to schedule this item for a second reading at the next available meeting after the required 10 day waiting period with an appropriate order for approval.

**Subject: Purchasing Department – Second Reading and Award of Bid 05-11JAN05 (Office Supplies Term and Supply)**

Commissioner Elkin moved to award bid 05-11JAN05 for Office Supplies Term and Supply to Corporate Express.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 61-2005**

**Subject: Information Technology – Second Reading and Approval of Computer Equipment Physical Inventory**

Commissioner Miller moved to authorize the Boone County Auditor to zero out the items on the attached Computer Equipment Not Found During Physical Inventory 7/04 list

(dated 2/7/2005).

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 62-2005**

**Subject: Public Works**

**A. Second Reading and Approval of the following Consultant Service Agreements**

- **Bucher, Willis & Ratliff Corp.**
- **Butler, Rosenbury & Associates**
- **Engineering Surveys and Services, LLC**
- **Midwest Engineering and Design**
- **Mitzel and Scroggs**
- **Poepping, Stone, Bach & Associates, Inc.**
- **Project Solutions**
- **Shafer, Kline & Warren**
- **The Larkin Group**
- **Trabue, Hansen & Hinshaw, Inc.**
- **Brush and Associates**

Commissioner Miller moved to approve the following General Consultant Services Agreements and authorize the Presiding Commissioner to sign said agreements:

- Bucher, Willis & Ratliff Corp.
- Butler, Rosenbury & Associates
- Engineering Surveys and Services, LLC
- Midwest Engineering and Design
- Mitzel and Scroggs
- Poepping, Stone, Bach & Associates, Inc.
- Project Solutions
- Shafer, Kline & Warren
- The Larkin Group
- Trabue, Hansen & Hinshaw, Inc.
- Brush and Associates

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 63-2005**

**B. Second Reading and Acceptance of Easements**

Commissioner Elkin moved to accept the list of easements as outlined by the Boone County Public Works Department in a memo dated February 4, 2005.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 64-2005**

**Subject: Human Resources – First Reading of Consultant’s Recommendation regarding the Infrastructure Engineer at Public Works**

Betty Dickneite, Human Resources Director, was present on behalf of this item.

Betty Dickneite read the following recommendation from Jude Williams, Senior Vice President of Public Sector Personnel Consultants:

“Thank you for sending me the information on the Infrastructure Engineer. As I understand it, this is the position that was originally titled Storm Water Coordinator.

After reviewing the information for the new position, the Infrastructure Engineer should be classified as exempt. It meets the job duties test for the Professional Exemption because it requires an engineering degree and registration as an EIT or a PE. Also, the new job description and PDQ clearly provides for the application of special knowledge to consistent exercise of discretion and judgment by this position.”

Commissioner Schnarre suggested the second reading of this recommendation be waived as the Department has a candidate in mind and would like to make an offer.

There was no objection to this request.

Commissioner Miller moved to approve the recommendation from Public Sector Personnel Consultants to reclassify the Infrastructure Engineer position from non-exempt to exempt.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 65-2005**

**Subject: Second Reading and Approval of Contract with City of Columbia**

**A. Health Department Services**

Commissioner Elkin moved to approve the agreement with the City of Columbia for Health Department Services.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 66-2005**

**B. Animal Control Services**

Commissioner Miller moved to approve the agreement with the City of Columbia for Animal Control Services.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 67-2005**

**Subject: Authorize Use of County Facilities (Smoke Free Community)**

Commissioner Elkin moved to authorize the use of the Centralia Clinic on February 23, 2005 from 9:00 a.m. to 12:00 p.m. for a meeting to form a coalition of volunteers in the Centralia Area for a Smoke-Free Community.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 68-2005**

**Subject: Discussion – Trailhead Park – Jay Dix Station**

Commissioner Elkin requested this item be held until the February 22, 2005 meeting.

**Commissioner Reports**

*Commissioner Schnarre*

*Boone Electric Cooperative C.A.S.H./H.E.L.P Program*

Commissioner Schnarre stated the beginning balance of the C.A.S.H. program on January 1, 2005 was \$78,365.78. Donations during January were \$2,407.86, interest was \$52.08 and disbursements were \$2,441.87. The end balance was \$78,383.85.

The beginning balance of the H.E.L.P. program on January 1, 2005 was \$19,328.67. Donations during January were \$1,979.87, interest was \$12.84 and disbursements were \$3,256.30. The end balance was \$18,065.08.

*Airport Advisory Committee*

Commissioner Schnarre stated he attended the Airport Advisory Committee meeting on February 9, 2005. Automatic Flight Service Station (AFSS) was open for a bid. Lockheed-Martin was awarded the bid. Columbia will remain as an AFSS station.

*Commissioner Miller*

*Ashland Chamber of Commerce*

Commissioner Miller stated she attended the Ashland Chamber of Commerce meeting today. She will do a State of the County address at their next quarterly meeting. They discussed a possible meeting between the Ashland City Council, Regional Planning Commission and the Commission to discuss economic development and proposed rezoning around the Ashland city limits.

*Commissioner Elkin*

No reports at this time.

There was no public comment.

The meeting adjourned at 1:42 p.m.

Attest:

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Keith Schnarre  
Presiding Commissioner

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Wendy S. Noren  
Clerk of the County Commission

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Karen M. Miller  
District I Commissioner

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Skip Elkin  
District II Commissioner