

TERM OF COMMISSION: August Session of the July Adjourned Term

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

PRESENT WERE: Presiding Commissioner Ken Pearson
District I Commissioner Karen Miller
District II Commissioner Skip Elkin
Deputy County Clerk Josh Norberg

The meeting was called to order at 9:30 a.m.

1. Budget Amendment – 613 E. Ash Street (first reading)

Commissioner Miller stated this was an amendment to set up the budget to purchase the building at 613 E. Ash. The budget has to be set up before the contract can be approved.

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

2. Budget Amendment – Courthouse Expansion (second reading)

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby establish total appropriations for the Courthouse Expansion project in the amount of \$9,410,000, consisting of the various components outlined below:

Department	Account	Department Name	Account Name	Decrease	Increase
4061	71201	Courthouse Expansion	Construction Costs		7,200,000
4061	71211	Courthouse Expansion	Architect Fees		517,832
4061	71212	Courthouse Expansion	Architect Reimb		10,000
4061	71221	Courthouse Expansion	Cosnt Mgmt Fees		310,569
4061	71222	Courthouse Expansion	Const Mgmt Gen Cond		343,599
4061	71231	Courthouse Expansion	Owner Costs		1,028,000

It is further ordered that any unexpended portion of these appropriations shall be re-appropriated as necessary in subsequent years until the project is completed.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0 **Order 333-2007**

3. Order Amendment – 179-2001 (first reading)

Commissioner Miller stated this was an amendment to allow the Public Works director to sign contracts up to \$4,500 in relation to equipment and/or right of way repairs without prior authorization from the commission.

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

4. Approval for Use of Courthouse Grounds

Commissioner Pearson moved on this day the County Commission of the County of Boone does hereby authorize the use of the Columns on the Courthouse Grounds on September 17, 2007, from 12:00 p.m. to 1:00 p.m. for the public reading for Constitution Day.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0 **Order 334-2007**

5. Approval for Use of Commission Chambers

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby authorize the use of the Commission Chambers on August 29, 2007, from 7:00 p.m. to 9:00 p.m. for the Pro-Vote town hall meeting.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0 **Order 335-2007**

Public Works

6. Sunrise Estates Phases I & II (first reading)

Shane Creech, Public Works, was present on behalf of this item.

Mr. Creech stated All-State Consultants completed the comprehensive topographic survey of Sunrise Estates in 2006. Phase I of this proposal was to complete the design work. Phase II completed a comprehensive stormwater management study.

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

County Clerk

Wendy Noren, County Clerk, was present on behalf of these items.

7. Budget Revision – Insurance Policy (first reading)

Ms. Noren stated the reason for the budget revision is due to the reallocation of premiums in the general fund and the road and bridge fund, which completely changed. The large problem has been in the Law Enforcement claims requiring funds to be reallocated to compensate for this. Ms. Noren stated the County is now in an occurrence policy rather than a claims-made policy.

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

8. Safety and Health Policy (first reading)

Ms. Noren stated the County has been working on this policy since 2006. This was intended as a first reading and Ms. Noren stated she wanted to have work sessions with the elected officials and department directors to review the policy.

Presiding Commissioner Pearson stated this was a first reading and requested the Deputy County Clerk to hold this item until further notice.

Purchasing

Heather Turner, Purchasing, was present on behalf of these items.

9. MM53 – Dry Cleaning Services (first reading)

Ms. Turner stated the City of Columbia was the lead for the cooperative bid for Dry Cleaning Service for law enforcement uniforms. The City received five bids. Recommendation for award is a multi-vendor award to Robinson's Cleaners (for offering multiple locations) and Forum Dry Cleaners (for offering the low bid).

Dry Cleaning Services will be purchased from department 1251 – Sheriff, 1255 – Corrections, 2901 – Sheriff Operations – LE Sales Tax, and account 23305 – Uniform Maintenance.

Presiding Commissioner Pearson stated this was a first reading and requested the Deputy County Clerk to schedule this item for a second reading at the next available commission meeting with

an appropriate order for approval.

10. 55-09AUG07 – Phone System at JJC (first and second reading)

Ms. Turner stated the bid for a Phone System for JJC closed on August 9, 2007. Four bids were received. The bid received from STL Communications, however, was not considered during the evaluation because they failed to return the addendums, one of which revised the entire bid response form. Therefore, Purchasing and the Juvenile Justice Center recommend award to BT Services for submitting the low bid for the equipment and installation. Additionally, the Juvenile Justice Center would like to purchase the first three years of maintenance on the equipment from BT Services due to the low cost. At the end of three years, the Juvenile Justice Center will issue a bid for ongoing maintenance of the system.

Total cost of the contract is \$5,969.00 to be paid out of department 1242 – Juvenile Justice Center, account number 92300 –Replacement Machinery/Equipment. The budgeted amount for this purchase was \$6,500.00.

The Purchasing Department also requests approval to list the following current phone system on GovDeals once installation of the new system is complete.

- Norstar 8x24 w/Star Talk Phone System and Caller ID Module Fixed Asset #10307

Commissioner Elkin moved on this day the County Commission of the County of Boone does hereby award bid 55-09AUG07 - Phone System at JJC to BT Services. It is further ordered the Presiding Commissioner is hereby authorized to sign said contract.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0 **Order 336-2007**

11. 14-29MAR07 – Photocopier (second reading)

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby award bid 14-29MAR07 – Photocopier to Ikon Office Solutions. It is further ordered the Presiding Commissioner is hereby authorized to sign said contract.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0 **Order 337-2007**

12. Surplus Disposal (second reading)

Commissioner Elkin moved on this day the County Commission of the County of Boone does hereby approve the disposal of surplus items as described in the attached memorandum.

The Purchasing Departments requests permission to dispose of the following list of surplus equipment.

	Asset #	Description	Make	Model	Condition of Asset	Serial #
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Computer Equipment Requested for Disposal by Auction or Destruction

1.	11976	Fax Machine	Sharp	1484	Broken	
2.	12224	Computer Digital Studio			Fair	Auction or Destroy
3.	13707	PC			Hard Drive Removed	Auction or Destroy
4.	12976	PC			Hard Drive Removed	Auction or Destroy
5.	11970	Printer	IBM	Infoprint 40 Laser	Purchased in 1999	
6.	8635	Monitor	Viewsonic 17"	1782	Purchased in 1994	
7.	11969	Printer	Lexmark Laser	Optra SC1275N	Purchased in 1999	
8.	12248	PC	DeskPro	Compaq	Hard Drive Removed	
9.	12859	Monitor	Compaq 17"	S710	Purchased in 2000	
10.	13343	Monitor	Gateway 17"	EV700	Purchased in 2002	
11.	10885	Monitor	Viewsonic 17"	1782	Purchased 1997	
12.	12523	PC	Compaq	lpaq	Hard Drive Removed	
13.	12130	PC	Compaq	Desk Pro EP	Hard Drive Removed	
14.	None	Flat Monitor	HP	1702 17"	Blank Screen	CNC5050130
15.	None	Flat Monitor	Sony	SDM-571R, 17"	Blank Screen	9000984
16.	None	Flat Monitor	Sony	SDM-571R, 17"	Blank Screen	9000988
17.	None	Flat Monitor	Compaq	CRT 17"	Blank Screen	110CG43HY300
18.	None	Flat Monitor	ViewSonic	CRT 17"	Blank Screen	E774434389
19.	None	6-mice, GTE phone, keyboard, 9-power cords			Poor	Auction or Destroy
20.	None	Barcode Reader	Wasp Wand		Poor	
21.	11976	Fax	Sharp	FO-2850	Poor	
22.	None	VCR	Sony	SVO-1420	Poor	0507703
23.	10934	Printer	HP Laserjet	4V	Poor	JPFH012060
24.	None	Flat Monitor	HP	1702	Blank Screen	CNC505013W

25	15080	Printer	HP LaserJet	4	Purchased in 1993	
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Office Items Requested for Disposal by Auction

26.	12346	TV	Orion	19" Color	Picture Good No Buttons	
27.	12341	TV	Orion	19" Color	Picture Good No Buttons	
28.	06257	In Sink Garbage Disposal	SS200		Motor Burnt out	
29.	09084	Small Refrigerator			Does not work	
30.	04713	4-Shelves-Metal & Cardboard (Wood Grain)			Fair	
31.	04940	4-Shelves-Metal & Cardboard (Wood Grain)			Fair	
32.	03675	Office High Chair			Poor (Broken)	
33.	2077	Oak Chair			Old and Broken	
34.	12745	Camera & Case	Nikon	Coolpix 990	Good	
35.	None	Multi-Card Reader	Lexar	USB	Good	
36.	09090	Refrigerator	6 cu.ft.		Non-Working	

Items Requested For Destruction

37.	07923	Phone, Receiver & Cord	Meridian		Non-Working	
38.	07804 & 9073	Revolving File Cabinets			No bids on Gov-Deals	Commission order #16-2007

Request for Transfer to Other County Departments

39.	3502	Lateral File Cabinet			To: Court Administration – Kathy Cowgill	
40.	07999	35mm Camera with 35-80 mm lens	Cannon		Excellent : Sent to Voter Registration	

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0 **Order 338-2007**

Circuit Clerk and Court Administrator

Kathy Lloyd, Circuit Court Administrator, and Christy Blakemore, Circuit Clerk, were present on behalf of this item.

13. Budget Hearing – Circuit Clerk and Court Administrator

Ms. Lloyd and Ms. Blakemore presented their 2008 budget to the Commission.

14. Commissioner Reports

There were no commissioner reports.

15. Public Comment

There was no public comment.

The meeting adjourned at 11:07 a.m.

Attest:

Ken Pearson
Presiding Commissioner

Wendy S. Noren
Clerk of the County Commission

Karen M. Miller
District I Commissioner

Skip Elkin
District II Commissioner