

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 9:37 a.m.

Subject: Presentation of Missouri Association of Counties Years of Service Certificates

Commissioner Stamper stated in the past, the Commission has not always done this presentation. A list of over 100 employees was sent to MAC for certificates. The Commission has made a decision to recognize employees and their years of service. The following were the present offices and their employees to receive their awards:

Auditor's Office: Karen Fredrick (5 years), Sue Lake (5 years), and June Pitchford (10 years of service)

Information Technology: Carol Perry (10 years)

Planning and Building: David Forward (10 years), Aubrey Weger (5 years), Ryland Rodes (5 years), Stan Shawver (20 years), and Thad Yonke (5 years)

Prosecuting Attorney: Barbara Morris (15 years), Nicole Thall (5 years), Kathy Cowgill (15 years), Bonnie Adkins (10 years), Keith Bail (5 years), Carolyn Barr (5 years), Ardith Battershell (20 years), Kevin Crane (10 years), Joyce France (10 years), Tracy Gonzalez (5 years), William Haws (5 years), Daniel Knight (5 years), Ruby Marsden (25 years), Keith Picker (15 years), Tracy Skaggs (10 years), Mark Skjei (10 years), and Sheila Sublett (10 years)

Recorder's Office: Lois Ashlock (10 years), Nora Dietzel (5 years), Carol Green (5 years), Karen Johnson (10 years), Bettie Johnson (20 years), and Lisa Wyatt (10 years)

Bettie Johnson, Boone County Recorder of Deeds, stated her staff is committed to what they do everyday and appreciates the work that they do.

Treasurer: Kay Murray (35 years)

Commissioner Stamper stated it is a rare occasion to honor someone for 35 years of

service. Kay has trained many of the current officials and is a real leader in County government. It is appropriate for this recognition.

Other employees receiving MAC Years of Service Certificates but were not present at the meeting are the following:

Assessor's Office: Linda Crane (20 years), Jacquelyn Davidson (15 years), Jeff Davis (10 years), Loutisha Glasgow (5 years), Nena Kallenbach (10 years), Kenneth Mohr (10 years), David Sabath (10 years), and Tom Shauwecker (10 years)

Boone County Regional Sewer District: Tom Ratermann (5 years)

Circuit Court Services: Fredrick Baer (10 years), Harold Calvin (10 years), Melissa Gaither (5 years), Ladonya Hill (5 years), Joe Horton (10 years), Mary Mueller (5 years), Peter Schmersahl (5 years), Susan Tatters (10 years), Leslie Werner (5 years), and Jack Wonneman (10 years)

Collector's Office: Donna Anderson (20 years), Pat Lensmeyer (5 years), Norma Pollard (10 years), and Cheri Sapp (10 years)

County Clerk: Maria Begemann (10 years), Diane Buchmann (20 years), Wendy Noren (20 years), Helen Sheehan (10 years), Carol Wilson (5 years), Art Auer (15 years), Leslie Canole (10 years), Katherine Cross (20 years), Darin Fugit (10 years), and Tamara Turner (10 years)

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

Barbara Johnson and Anita Sanderson both of the Central Missouri Counties Human Development Corporation were present on behalf of this item.

Anita Sanderson stated this item is for the budget, which runs from April 1, 2002 to March 31, 2003. This budget covers 378 units in counties surrounding Boone County. The budget is for \$1,307,477.00. The Commissioners have a copy of the budget and the pay requisition of, which is what needs a signature to facilitate receiving the funding.

Commissioner Elkin asked if this was an increase in the number of units. Ms. Sanderson stated it is the same amount.

Commissioner Elkin asked how the number of units could be increased or the funding for the units. Ms. Sanderson stated the number of units could only be increased by Housing and Urban Development (HUD).

Commissioner Stamper stated there is a formula that indicates the number of units allowed in an area.

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: Prosecuting Attorney's Office – First Reading of Budget Amendment (Victim Witness Grant)

Commissioner Miller stated this is the grant that goes from October 1 to December 31, 2001. This is a reimbursement and the budget needs to be amended. The amendment is in the amount of \$9,812.00 to pay for salaries and benefits.

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

Subject: Sheriff's Department – First Reading of Hire Above the Base of the Range

Sheriff Ted Boehm was present on behalf of this item.

Commissioner Stamper stated this is a request to hire a Corrections Officer I who has previous experience. Sheriff Boehm stated this was correct. Commissioner Stamper asked where the previous experience was. Sheriff Boehm stated this employee used to work at the Missouri Department of Corrections.

Commissioner Miller asked if the salary is above the proposed range. Sheriff Boehm stated this was correct.

Sheriff Boehm stated the department has established criteria to give raises. The standard that is used is longevity and merit. Certain percentage is given for longevity, up to 10 years, the employee will be given 50% of whatever the entire pool is and the employee can receive the full merit. In this case, this employee has four years which equals 20% of \$6,030. The department feels that it is a benefit to get people that have experience for the job and to assist the department and assist the people that have little experience in doing the job.

Sheriff Boehm is asking the Commission to approve this request. The money is available, which was certified by the Auditor's Office.

Commissioner Miller stated she had not received any paper work from the Auditor or the Human Resources Department.

Betty Dickneite, Human Resources Director, stated she sent a memorandum to Sheriff Boehm in regards to this issue. She does not disagree with the experience that this person has to hire them above the base of the range. This issue does raise an internal equity issue though because there is another corrections officer that works at the jail who has 60 months of experience with the Michigan Department of Corrections. This employee is being paid at a lesser rate than what is being proposed for this new hire. During discussions between Mrs. Dickneite and Sheriff Boehm last week, to her understanding, maybe further adjustments could be done in January for the current employee. How this item is submitted at the moment, Mrs. Dickneite cannot support this because of the internal inequity.

Sheriff Boehm stated this internal inequity could be fixed this week. If this internal inequity is the obstacle to get this person hired, there is enough money left in the one position to increase the salary of the current employee. This employee first applied with the Sheriff's Department as a TSO, not even an officer. He does have the experience from Michigan and after he was with the department for some time, in July sometime, he accepted a position as an officer, but when he was first hired he was not interested in the officer position.

Commissioner Elkin stated given this situation of not finding enough people to work at the jail, he believes that adjustments have to be made and go with skilled employees to fill those vacant positions. He has no problem with this issue.

Commissioner Miller stated in hiring someone with experience, they know what the work will be like and will slow the turnover rate at the Sheriff's Department. She has no problem with this issue either.

Mrs. Dickneite gave the memorandum from her to Sheriff Boehm to the Commissioners. Sheriff Boehm gave the Commissioners a copy of the Auditor's fund certification.

Mrs. Dickneite stated this individual began work at the jail on December 3, 2001 and was not sure what salary this individual was being paid. Sheriff Boehm stated the \$11.84 per hour salary was submitted. This individual applied with the Sheriff's Department a year ago and there were no openings.

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: Purchasing Department

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

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

Marlene Ridgeway stated the Information Technology and Purchasing Departments have reviewed the responses received for the GIS software and recommend award to Gerke & Associates for having the lowest and best bid meeting the minimum specifications. This software will be run on a stand alone GIS web server. It will enable internal and external maps to be downloaded or created instantly.

The total cost of this award is \$5,770.00 to be paid from organization 1176 account 91302. This also came in lower than the state bid.

Commissioner Miller asked Ross Short, GIS Technical Manager, if he was happy with this product. He stated yes.

Commissioner Elkin stated there was some time spent on the products that were available on the market.

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 of bid.

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

Marlene Ridgeway stated Public Works and Purchasing Departments recommend an amendment to the original contract with Greenup Portable Buildings for Snow Removal Services. Upon execution of the contract, Greenup was unable to acquire the specified insurance coverage for both groupings awarded as requested in the original bid specifications. The amendment deletes Group 3 from this awarded contract.

We are further requesting award of Group 3 to the next lowest bidder, which is Thomas Grant Snow Removal. This is for the Sunrise Estates subdivision and Highfield Acres. This bid was \$1,399.00 per inch.

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 of bid.

Subject: Public Works

A. (Road and Bridge Advisory Committee) – Second Reading and Approval of Four Variances

Commissioner Miller moved to approve a request by Jay Gebhardt of A Civil Group and his client John Massey to allow a permanent cul-de-sac to be built and paved at the end to Trade Center Drive, varying from the 1,000 feet maximum length of a roadway allowed to the end in a cul-de-sac. The cul-de-sac will be built in accordance to the Boone County Roadway Specifications.

Commissioner Elkin seconded the motion.

There was no discussion or public comment.

The motion passed 3-0. **Order 555-2001**

Commissioner Elkin moved to approve a request by Glenn Nichols of Glenn Nichols Construction to allow current driveway approaches for Lots 25, 32, 39, & 51 of Crestwood Hills Subdivision to remain as located, varying from the current Boone County Roadway Specifications of fifty (50) feet from Point of Curvature to nearest intersection.

Commissioner Miller seconded the motion.

There was no discussion or public comment.

The motion passed 3-0. **Order 556-2001**

Commissioner Miller moved to approve a request by Frank Thomas of Frank Thomas Construction to allow driveway approaches for Lot 58 of Spencer Hills Subdivision (400 E. East Cedar Court) and Lot 61 of Spencer Hills Subdivision (330 E. East Cedar Court) to be thirty-nine (39) feet rather than fifty (50) feet from the corner as stated in the Boone County Roadway Regulations.

Commissioner Elkin seconded the motion.

Commissioner Miller asked on the variances that are allowing the driveways to be closer, were they already built. Commissioner Elkin stated he believed they were. Commissioner Miller stated the department has asked the developers to not do this in the future. Commissioner Stamper stated the driveways for Spencer Hills have not been built yet. This is a request for a second driveway for the resident to park a tractor. He stated the request by Nichols was a request for two driveways on the same lot. As for this request, he believes the driveways are already there.

Commissioner Miller stated she wanted to make sure that the department has stressed to the developer that there will not be anymore variances and the department will be removing the driveways if they are put in without meeting the regulations.

There was no further discussion and no public comment.

The motion passed 3-0. **Order 557-2001**

Commissioner Elkin moved to approve a request by Glenn Nichols or Glenn Nichols Construction to allow a fourteen (14) feet driveway approach for Lot 42 of Crestwood Hills Subdivision to be built onto Murphy Drive, varying from the current Boone County Roadway Regulations of fifty (50) feet from Point of Curvature to nearest intersection.

Commissioner Miller seconded the motion.

There was no discussion or public comment.

The motion passed 3-0. **558-2001**

B. First Reading for Approval of Adopt a Roadway

Greg Edington, Public Works Department Maintenance Operations Manager, present on behalf of this item.

Commissioner Stamper stated Gretchen Carlisle has requested authority for an adopt a road program for the David Allen Road Neighborhood on David Allen Road one-mile in length.

Commissioner Miller asked if it would be the Carlisle family or the neighborhood doing the program. Mr. Edington stated he believed it would be Ms. Carlisle and a few of her neighbors. The reason why Commissioner Miller asked who would be doing this is because signs are usually put up for the Adopt a Roadway program. Mr. Edington stated the adopting entity would be David Allen Road Neighborhood.

Mr. Edington stated the application should read from Rangeline Road to a point one-mile east of the intersection.

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: Second Reading and Approval of Contract Amendment #6 for Child Advocacy Center

Commissioner Stamper moved to approve contract amendment number six for the Child Assessment Center Services.

Commissioner Miller seconded the motion.

There was no discussion or public comment.

The motion passed 3-0. **Order 559-2001**

Subject: Planning and Building Inspection – Second Reading and Approval of University of Missouri Activity Contract

Commissioner Miller stated this is a follow up in the visioning process to allow for a survey to be created and done by the Advanced Social Research Department at the University of Missouri School of Journalism. It will be a telephone survey with the goal of completion within the next month.

Commissioner Miller moved to approve the contract with the University of Missouri School of Journalism for Advanced Social Research to perform a telephone survey of 400 Boone County Residents.

Commissioner Elkin seconded them motion.

There was no discussion or public comment.

The motion passed 3-0. **Order 560-2001**

Subject: GIS Department – Second Reading and Approval of Budget Revision

Ross Short, GIS Technical Manager, present on behalf of this item.

Ross Short stated this is Boone County’s budget and has been approved by Carlow Strus and Michael Mallicoat of the Information Technology Department.

Commissioner Miller moved to approve the following budget revision:

Department Account and Title	Amount Decrease	Amount Increase
1176-23018: Printer Supplies	\$3,500.00	
1176-37200: Seminars / Conferences / Meetings	\$1,500.00	
1176-37210: Training / Schools	\$500.00	
1176-91301: Computer Hardware		\$5,500.00

Said budget revision is to transfer funds to purchase GIS Web Hardware.

Commissioner Elkin seconded the motion.

There was no discussion or public comment.

The motion passed 3-0. **Order 561-2001**

Subject: Information Technology

A. Second Reading and Approval of Purchase of Computer Network Security Upgrade

Commissioner Miller moved to approve the request from the Information Technology Department for Network Security Upgrade per the recommendation from the department.

Commissioner Elkin seconded the motion.

Commissioner Stamper stated approximately \$141,000 would be spent on upgrading computer security.

Commissioner Miller stated this will increase the security of the network to the same level that the banks utilize for electronic fund transfers through the Internet and some of the larger companies have also had this upgrade. As the movement is going towards more electronic transactions, the County needs to have a secure network.

There was no further discussion and no public comment.

The motion passed 3-0. **Order 562-2001**

B. Second Reading and Approval of Budget Revision for Computer Network Security Upgrade

Commissioner Miller moved to approve the following budget revision:

Department Account and Title	Amount Decrease	Amount Increase
1170-10110: Salaries and Wages	\$35,000.00	
1170-23016: Magnetic Media	\$10,000.00	
1170-60050: Equipment Service Contracts	\$4,200.00	
1123-86800: Emergency	\$17,600.00	
1170-70050: Software Service Contracts		\$2,800.00

1170-71100: Outside Services		\$27,000.00
1170-91301: Computer Hardware		\$22,000.00
1170-91302: Computer Software		\$15,000.00

Said budget revision is for the Information Technology Network Security Upgrade.

Commissioner Elkin seconded the motion.

There was no discussion or public comment.

The motion passed 3-0. **Order 563-2001**

Subject: Appointment to Road and Bridge Advisory Committee

Commissioner Stamper moved to appoint Norma Campbell to the Road and Bridge Advisory Committee for a term that will expire May 31, 2003.

Commissioner Elkin seconded the motion.

Commissioner Stamper stated this was the only applicant for this position.

There was no further discussion and no public comment.

The motion passed 3-0. **Order 564-2001**

Subject: Authorize a Closed Meeting

Commissioner Stamper moved to authorize a closed meeting on Tuesday December 18, 2001, at 11:00 a.m. on said date. The meeting will be held in the Commission Chambers of the Roger B. Wilson Government Center at 801 E Walnut, Columbia, Missouri, as authorized by Section 610.021 (1) to discuss legal actions or litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives and its attorneys, Section 610.021 (2) to discuss the leasing, purchasing or sale of real estate by a public governmental body where public knowledge of the transaction might adversely affect the legal consideration therefor, and Section 610.021 (3) to discuss the hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded.

Commissioner Elkin seconded the motion.

There was no discussion or public comment.

The motion passed 3-0. **Order 565-2001**

Commissioner Reports

Commissioner Stamper requested all Commissioner Reports be held over until the next meeting.

There was no public comment.

The meeting was adjourned at 10:15 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