

TERM OF COMMISSION: February Session of the February 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 9:31 a.m.

Subject: Recorder's Office – First Reading of Budget Revision

Bettie Johnson, Boone County Recorder of Deeds, was present on behalf of this item.

Bettie Johnson stated this budget revision is for an emergency transfer of funds to cover cost for additional microfilming in the 2001 budget. There was six record months in 2001 for real estate documents being recorded. The office was 32% ahead last year from 2000 and so far this year the office is 32% ahead of 2001. The revenue for 2001 was \$1,272,596.04 compared to \$832,527.23 in 2000.

Commissioner Miller asked if it is normal to microfilm all documents that come into the office. Mrs. Johnson stated that was correct under preservation. Not only were there more documents being brought in but the documents are longer in length.

Commissioner Stamper 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 with an appropriate order for approval.

Subject: Purchasing Department

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

A. First Reading of Bid 09-06FEB02 (Janitorial Paper Products Term and Supply)

Marlene Ridgeway stated the bid for Janitorial Paper Products Term and Supply was issued on January 18, 2002 and closed on February 6, 2002. A total of six bids were received. Purchasing is recommending award to City Wide Chemical for offering the lowest and best bid for Boone County.

This is a term and supply contract for use by the Facilities Maintenance and Sheriff Departments. This contract will run through December 31, 2002 with four, one-year renewals. As this is a term and supply contract there are no purchase requisitions needed.

Commissioner Miller asked if this was the current vendor. Mrs. Ridgeway stated that was correct.

Commissioner Stamper 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 with an appropriate order for award.

B. First Reading of Second Award of Bid 35-03JUL01 (Shop Fluids and Petroleum Products Term and Supply)

Marlene Ridgeway stated this bid was issued on June 18 and closed on July 3, 2001. At that time, the Purchasing Department awarded all line items from this bid to McCollister and Company except for line 4.7.17 for Castrol Synthetic Transmission Oil. The Purchasing and Public Works Departments intention at that time was to award this line item to Luebbering Oil Company. Purchasing, however, neglected to prepare the contract at the time for this one line item.

The Purchasing Department is now in the second term of this bid, and Larry Luebbering of Luebbering Oil Company has agreed to honor the price quoted for the second term of this contract. Thus, Purchasing and Public Works recommend award to Luebbering Oil Company for having the lowest and best bid meeting the minimum specifications for line item 4.7.17.

This is a term and supply contract and no purchase orders are required.

Commissioner Stamper 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 with an appropriate order for award.

C. First Reading of Bid 72-26DEC01 (Service Utility Trucks)

Marlene Ridgeway stated the Boone County Commission has awarded this bid to Midway Ford Truck Center, however, since then, Midway Ford Truck has requested to withdraw their bid due to their inability to provide the trucks specified. Mrs. Ridgeway and the Public Works Department recommend rescinding the award to Midway Ford Truck and awarding the contract to the next lowest bidder, Tom Boland Ford. Mrs. Ridgeway has been in contact with Tom Boland Ford and they will still honor the bid submitted.

This award includes one (1) 2002 Ford F550 4x4 truck including all alternates and optional equipment per the bid specifications less the trade in for a price of \$66,769.00. The department also recommends awarding one (1) 2002 Ford F550 4x4 truck including all alternates and optional equipment per the bid specifications less the trade in for a price of \$42,712.00.

The total cost for this acquisition is \$109,481.00 to be paid out of organization 2040 account 92400. This is approximately \$2,800.00 more than the Midway Ford Truck contract.

Commissioner Elkin asked if this bid was still under budget. Mrs. Ridgeway stated that was correct.

Commissioner Miller asked what is the reason Midway Ford will not honor the contract. Mrs. Ridgeway stated when she contacted the service manager at Midway Ford, he informed her that he bid on the XL models rather than the F550 XLT models so the trucks would not have the options that were specified in the bid specifications.

Commissioner Stamper 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 with an appropriate order to rescind the previous award and reaward to Tom Boland.

Subject: Public Works – Second Reading and Approval of Variance for Prairie View Subdivision

Commissioner Stamper moved to approve the variance request of Mr. Bill Foley regarding Prairie Hills Subdivision. The portion of the subdivision which is currently not County-maintained will be allowed to be accepted by the County for maintenance and the County does hereby approve the following variance from the regulations:

- This section was built without engineered plans
- Some of the road was built without County inspection
- The road width varies from twenty-five (25) to thirty (30) feet
- Portions of the road have roll-back curb and gutter

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 91-2002**

Subject: GIS Department – Second Reading and Approval of Authorization of Signature for License Agreement

Commissioner Miller stated this will give the Liaison Commissioner the opportunity to sign the licenses and give a report periodically to let the public know how many licenses are being generated. She also noted if the Liaison Commissioner changes, the Commission Order will not have to be changed as it was written for the Liaison Commissioner.

Commissioner Miller moved to authorize the Information Technology Liaison Commissioner to sign all GIS License Agreements without Commission Approval.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 92-2002**

Subject: Human Resources – First Reading of Pay Range Recommendation for Help Desk Technician (IT Department)

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

Betty Dickneite stated in the 2002 budget for Information Technology, there was a new position approved by the Commission. This is a position title that has not been in existence in the County so the Information Technology Director filled out a description questionnaire. The questionnaire was sent to the consultant who did the County's pay study and has come back with a recommendation for a pay range 31 for the Help Desk Technician with a mid-point of \$35,031.00. The base of this range is \$28,010.00 with a maximum of \$42,015.00.

Commissioner Stamper 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 with an appropriate order for approval.

Subject: First Reading of Petition for Inclusion of Subdivision as Urban Service Area Under Animal Ordinance

Commissioner Elkin stated this is a petition for inclusion although it is not a subdivision. He has spoke with John Patton, County Counsel, about this issue and this is an area that can be included under the hospices of Animal Control by legal description. There has been a pitbull problem in this area.

Commissioner Stamper stated the County Commission has accepted a petition for the area known as Ketterer Road and or Fox Croft/Buck Road.

Commissioner Miller asked if there was a map with the petition to see how contiguous this area is. Commissioner Elkin stated he does not currently have a map but can get one. Commissioner Miller wants the map to have Animal Control's comments as to how they will explain to their employees.

Commissioner Stamper stated this is a first reading and requested the Deputy County

Clerk to schedule this item for a second reading after a map of the area has been produced with an appropriate order for approval.

Commissioner Reports

Commissioner Stamper

Farm Bureau

Commissioner Stamper stated he attended the Farm Bureau meeting the other evening. There was some discussion about how some of the Farm Bureau's own their buildings and some do not. Farm Bureau was providing incentive for those who leased space. There was also discussion about annexation, stormwater, and the tax increment financing.

DOVE Activities Report

Commissioner Stamper stated he met with the DOVE group, Rene Atkin, Sheriff Ted Boehm, Bonnie Adkins, last week. He wanted an update on where things were with domestic violence. Commissioner Stamper and Mayor Darwin Hindman discussed creating a task force for domestic violence. The discussions had decreased because those who were providing the services felt it was getting inappropriate dialogue. Commissioner Stamper is concerned about how the payment of the military activities in Afghanistan will be paid for and how that will effect domestic violence funding. They know there is stable funding for 2002 but are unsure about future funding. The question that was raised is what will be done with the 1,000 domestic violence cases per year and the funding for the cases. The number of cases has been steady at 900 to 1,000 cases per year. Commissioner Stamper submitted the Domestic Violence Enforcement Unit Report to the Public Record.

Kay Murray, Boone County Treasurer, told the Commission that she was working on the domestic violence funding to work with the shelters. The local shelters are above capacity.

Letter from Mediacom

Commissioner Stamper stated the Commission received a letter from Mediacom (dated February 14, 2002) regarding [Excite@Home](#) would be discontinuing high-speed Internet service. The next step will be switching customers to Mediacom Online (sm) between February 15 and February 19.

Memo from Health Department

Commissioner Stamper stated the Commission received a memo from the Health Department about mandatory re-training. This is for installers of on-site sewer systems in

Boone County.

Commissioner Miller

Southern Boone County Fire Protection District

Commissioner Miller stated the whole meeting was about the tax increment financing (TIF) and what the Board's stand was on the issue. One representative will be on the TIF Commission from the Library and the Fire District. They concluded they would like to slow the process down and would like the Fire District member to let the TIF Commission know they believe this is moving too fast and they would like more information before any decisions are made. Jim Cunningham was appointed to serve for the Fire District. There will be a joint meeting between the Fire District and the Library on March 6, 2002 at 6:30 p.m.

Commissioner Elkin

None to report at this time.

There was no public comment.

The meeting was adjourned at 9:53 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