

TERM OF COMMISSION: March 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: Purchasing Department

Melinda Bobbitt, Purchasing Department Director, and Heather Turner, Purchasing Department Buyer, were present on behalf of these items.

A. Open Bid 20-24MAR05 (Asphalt Overlay & Roadway Drainage Improvements)

	APAC Missouri, Inc.	Aplex, Inc.
Prathersville Road Bid Total	\$193,992.49	\$208,438.00
Rangeline Road Bid Total	\$85,372.49	\$73,946.50
Old Millers Road Base Bid Total	\$46,588.00	\$42,009.50
Oakland Gravel/Alfalfa Drive Bid Total	\$174,784.40	\$190,298.00
Wagon Trail Road Bid Total	\$90,191.90	\$85,733.00
Base Bid Total	\$590,929.78	\$600,425.00
Old Millers Road Alternate 1 Bid Total	\$9,067.50	\$6,543.50
Old Millers Road Alternate 2 Bid Total	\$11,956.10	\$10,691.10
Old Millers Road Alternate 3 Bid Total	\$8,429.75	\$7,379.75
Alternate Bid Total	\$29,453.35	\$24,614.35

Commissioner Schnarre noted the bids received will be forwarded to the department for review and brought back to the Commission at a later date with a recommendation for award.

B. Open Bid 25-24MAR05 (Boatman Hill Storm Drainage Project)

The following bids were received and opened for the Boatman Hill Storm Drainage Project:

- J.C. Industries – \$84,866.75
- Bell Contracting, Inc. – \$122,269.77
- Capital Railroad Contracting, Inc. – \$105,455.00
- Aplex, Inc. – \$77,988.00

Commissioner Schnarre noted the bids received will be forwarded to the department for review and brought back to the Commission at a later date with a recommendation for award.

Commissioner Miller asked what the budgeted amount was for these projects. John Watkins, Public Works Project Development Manager, stated the following are the budgeted amounts for the asphalt and overlay bid:

- Prathersville Road: \$102,732
- Oakland Gravel/Alfalfa Drive: \$66,469
- Rangeline Road: \$64,628
- Old Millers Road: \$26,547
- Wagon Trail Road: \$37,143

The budgeted amount for the Boatman Hill project is \$ 60,000.

C. Second Reading and Approval of University of Missouri Cooperative Contract C033-9-95 (Alarm Systems)

Commissioner Elkin moved to approve the University of Missouri Cooperative Contract C033-9-95 for Alarm Systems with Alarm Communication Center, Inc.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 121-2005**

D. Second Reading and Approval of City of Columbia Cooperative Contract 206-2004 (CISCO Products)

Commissioner Miller moved to approve the City of Columbia Cooperative Contract 206-2004 for CISCO Products with Integrated Solutions Group.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 122-2005**

E. Second Reading and Approval of City of Columbia Contract 17/04 (Automated Vehicle Wash Services Term and Supply)

Commissioner Elkin moved to approve the City of Columbia Contract 17/04 for Automated Vehicle Wash Services Term and Supply with Gier Oil Company, Inc.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 123-2005**

F. Second Reading and Approval of State of Missouri Cooperative Contract C105010001 (Patrol Cars)

Commissioner Miller moved to approve the State of Missouri Cooperative Contract C105010001 for Patrol Cars with Joe Machens Ford.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 124-2005**

G. Second Reading and Approval of Request to cancel contracts for Bid 78-23NOV04 (Shop Fluids Term and Supply)

Commissioner Elkin moved to cancel the contracts with McCollister & Company and MFA Oil Company for bid 78-23NOV04 for Shop Fluids Term and Supply due to the omission of "Oil must be Allison Certified".

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 125-2005**

H. First Reading of Bid 08-08MAR05 (Tires – Heavy Trucks and Large Equipment Term and Supply)

Heather Turner stated the Bid for Tires-Heavy Trucks & Large Equipment Term & Supply for the Public Work's Department closed March 8, 2005. One bid was received due to the market fluctuation in the prices of petroleum based products. Therefore, Purchasing and the Public Work's Department recommend award to the only bidder, Cross-Midwest Tire.

This Term & Supply contract will be paid out of department 2040 Public Works Maintenance Operations, Account Number 59105 Tires. The budgeted amount for FY 2005 is \$63,454.00.

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 with an appropriate order for award.

I. First Reading of Bid 14-25FEB05 (Model Year 2005 Cargo Van)

Heather Turner stated the Bid for a Model Year 2005 Cargo Van closed on February 25, 2005. Three bids were received. The bid from the low bidder, Putnam Chevrolet, was determined to be non-responsive because they did not meet the minimum 138" wheelbase requirement in the bid. Therefore, Purchasing and the Sheriff's department recommend award to Roberts Auto Plaza, Inc. for submitting the next lowest bid.

Total cost of the contract is \$20,515.00 to be paid out of department 2902 – Corrections, LE Sales Tax, account number 92400 – Replacement Autos/Trucks. Insurance money from the totaled cargo van will cover \$14,000.00 of the purchase. The remaining \$6,515.00 will be moved from account 2900 – Law Enforcement Sales Tax, account number 86800 – Emergency.

Commissioner Elkin asked if the cages and other items can be saved from the other van. Captain Warren Brewer stated the equipment from the other van will be transferred to the new van.

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 with an appropriate order for award.

J. First Reading of Bid 16-08MAR05 (Street Signs Term and Supply)

Heather Turner stated the Bid for Street Name Signs Term & Supply for the Public Work's Department closed March 16, 2005. Four bids and one alternate bid were received. Public Works recommends award to the second low bidder, J & A Traffic Products, due to the significant difference in delivery times between the low bid and

second low bidder. David Mink, Public Works Director, submitted a memo regarding this.

This Term & Supply contract will be paid out of department 2040 Public Works Maintenance Operations, Account Number 26600 Street/Traffic/Construction Signs. The budgeted amount for FY 2005 is \$46,310.00.

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 with an appropriate order for award.

K. First Reading of Request to Dispose of Surplus Property

Melinda Bobbitt stated the Purchasing Department has identified and listed items as surplus. These items will be disposed through GovDeals or Kemper Auction. There are some items that will be kept for possible spare parts.

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 with an appropriate order for approval.

L. First Reading of Request to Dispose of Vehicles

Melinda Bobbitt stated the Purchasing Department is requesting the following vehicles be disposed through auction or transferred to another department.

SURPLUS SHERIFF VEHICLES, ACCOUNT 1251, THAT HAVE RECENTLY BEEN REPLACED. RECOMMEND DISPOSAL BY AUCTION.			
Year	Description	Approximate Mileage	VIN #
2002	Ford Crown Victoria	79,649	2FAFP71W22X129711
2001	Ford Crown Victoria	97,408	2FAFP71W91X185160
2001	Ford Crown Victoria	144,029	2FAFP71W61X185150
2001	Ford Crown Victoria	82,292	2FAFP71W01X185158
2001	Ford Crown Victoria	111,458	2FAFP71WX1X185152
2001	Ford Crown Victoria	93,236	2FAFP71W21X185159
2001	Ford Crown Victoria	94,740	2FAFP71W71X185156
2000	Ford Crown Victoria	103,957	2FAFP71W7YX154175

TRANSFER VEHICLE from 1251 to 1194 IT Mail Services			
Year	Description	Approximate Mileage	VIN #
2001	Ford Crown Victoria	82,755	2FAFP71W11X185153

TRANSFER VEHICLE from 1251 to 1210 Circuit Clerk			
Year	Description	Approximate Mileage	VIN #
2001	Ford Crown Victoria	70,792	2FAFP71W51X185155

SURPLUS VEHICLE FROM IT MAIL SERVICE, ACCOUNT 1194. RECOMMEND DISPOSAL BY AUCTION.			
Year	Description	Approximate Mileage	VIN #
1999	Ford Crown Victoria	117,000	2FAFP71W7XX175834

SURPLUS VEHICLE FROM COURT HOUSE, ACCOUNT 1210. RECOMMEND DISPOSAL BY AUCTION.			
Year	Description	Approximate Mileage	VIN #
1995	Ford Crown Victoria	100,900	2FALP71W1SX71953

TRANSFER VEHICLE from 1251 to 2045 - PW – DESIGN AND CONSTRUCTION – for use by summer interns for asset inventory from June through August.			
Year	Description	Approximate Mileage	VIN #
2002	Ford Crown Victoria	86,488	2FAFP71W62X129713
2001	Ford Crown Victoria	75,324	2FAFP71W91X185157
2001	Ford Crown Victoria	88,311	2FAFP71W11X114230

Mrs. Bobbitt stated the department would try to dispose of the vehicles through GovDeals first then use Kirksville Auto Auction.

Commissioner Elkin stated he does not want to set a precedent in allowing interns to have vehicles. Not all departments have extra vehicles that interns can use.

Commissioner Miller stated she believes it is a good idea for the department to have the vehicles as the interns are doing work for the department.

Don Abell, Design and Construction Manager, stated there is an immediate need for the vehicles now at the department as some of their vehicle have been wrecked and cannot be driven. These vehicles not only will be used by permanent staff until replacement vehicles are purchased. The department would also like to have the vehicles so the interns can use those vehicles.

John Watkins, Project Development Manager, stated currently, there are Design and Construction staff using their own vehicles.

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 with an

appropriate order for approval.

Subject: Approve and Order authorizing the issuance of Taxable Special Obligation Bonds

Kay Murray, Boone County Treasurer, and Jack Dillingham, Piper Jaffary Public Finance, were present on behalf of this item.

Jack Dillingham stated the County has a good bond rating.

Mr. Dillingham reviewed the payment schedule for these taxable special obligation bonds.

Commissioner Elkin moved to approve the resolution and order authorizing and directing the issuance, sale and delivery of \$2,005,000 principal amount of Taxable Special Obligation Bonds, of Boone County, Missouri; prescribing the form and details of said bonds; providing for the payment of rents and charges for the use and occupancy of the project acquired by the County for a period of not more than one year and in an amount sufficient to pay the principal of and interest on said bonds as they become due during such year; and authorizing certain other documents and actions in connection therewith.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 126-2005**

Subject: Public Works

A. Second Reading and Approval of Public Infrastructure Development Cost Allocation Agreement between Boone County, City of Columbia and Missouri Highways and Transportation Commission for improvements to State Route K at the intersection of the proposed extension of Scott Blvd

Commissioner Miller stated all issues with the Boone County Regional Sewer District have been worked out and these contracts are ready to be approved.

Commissioner Miller moved to approve the Public Infrastructure Development Cost Allocation Agreement between the City of Columbia, Boone County, and Missouri Highways and Transportation Commission.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 127-2005**

B. Second Reading and Approval of Public Infrastructure Development Agreement between Boone County, Jack and Cynthia Daugherty and Fairway Meadows Corporation for the proposed extension of Scott Blvd. and improvements to State Route K at the intersection of the proposed extension of Scott Blvd

Commissioner Miller moved to approve the Public Infrastructure Development Agreement between Boone County, Jack and Cynthia Daugherty and Fairway Meadows Corporation.

Commissioner Elkin seconded the motion.

Commissioner Miller noted the Daughertys will be paying to do the improvements to the Scott Boulevard. They will be paying the County \$11,000.

There was no discussion and no public comment.

The motion passed 3-0. **Order 128-2005**

C. First Reading of Agreement with Missouri Highways and Transportation Commission for environmental study for future State Route 740 extension project

Don Abell, Design and Construction Manager, was present on behalf of this item.

Commissioner Schnarre stated this is an agreement between the City, County and State for the possible extension of State Route 740 for an environmental study. This is one step of many for this project to be completed. The State will contribute \$500,000. The City and County will both contribute \$500,000 with the City paying \$140,000 now and the County paying \$10,000 now.

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 with an appropriate order for approval.

Subject: Personnel Advisory Committee – First Reading of Two-Week Training Period for New Employees policy

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

Betty Dickneite stated the following policy is before the Commission for approval:

The Personnel Advisory Committee resolved that there should be a training period of up to two weeks (80 hours) allowed for new employees. This allows the Administrative Authority to hire a new employee while still employing the old employee (for training

purposes) for a period not to exceed two (2) weeks (80 hours)

Anything in excess of 80 hours requires Commission approval.

This provision is granted to all departments regardless of whether there is excess budget available. It is assumed that any shortfall realized from exercising this provision will be made up from the emergency fund.

This policy was approved by the Personnel Advisory Committee in 1993. Many departments have been following this policy but it has never been officially approved by the Commission.

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 with an appropriate order for approval.

Subject: Assessor’s Office – First Reading of Budget Revision

Jacki Davidson, Chief Deputy Assessor, was present on behalf of this item.

Jacki Davidson stated this budget revision will transfer \$450 from office supplies to replacement furniture and fixtures. This is for the purchase of an office chair.

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 with an appropriate order for approval.

Subject: Sheriff’s Department

A. Second Reading and Public Hearing for Approval of Budget Amendment

Commissioner Miller moved to approve the following budget amendment:

DEPARTMENT ACCOUNT AND TITLE	AMOUNT INCREASE
2550-03320: Sheriff Revolving Fund Activity – Permit Revenue	\$22,940.00
2550-71100: Sheriff Revolving Fund Activity – Outside Services	\$18,500.00

Said budget amendment is to establish a budget for Sheriff Revolving Fund for “conceal and carry” permits.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

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

B. First Reading of Budget Revision

Captain Warren Brewer was present on behalf of this item.

Captain Warren stated this budget revision will transfer \$6,940 from emergency to Corrections replacement machinery and equipment. This is for the purchase of a new dishwasher at the jail. This was a recommendation by Commissioner Elkin and the Jail Visitors Board.

He noted this was originally requested in the FY2005 proposed budget but was denied. The department also made other requests for new food service equipment.

Through the urges of Commissioner Elkin, the Sheriff's Department went forward with the bid process and obtained other information.

Commissioner Miller asked if the dishwasher is broken. Captain Brewer stated at this time it is working.

Commissioner Elkin stated the equipment is on its last leg.

Commissioner Miller stated the Commission decided that it could wait because it was not broken.

Commissioner Elkin stated in discussion with Captain Brewer and Sheriff Carey, this equipment will not last much longer.

Commissioner Miller stated she believes this should wait until the dishwasher does break.

Commissioner Schnarre asked if a hot water heat booster had been purchased for this. Captain Brewer stated the department is in the process of obtaining a hot water heat booster.

Commissioner Miller stated this was not discussed with all the Commissioners. At the last discussion about this, it was decided that the dishwasher could wait. For it to come through like this is wrong.

Commissioner Elkin stated he thought this had been discussed with all Commissioners and apologized for not doing so. He discussed this with Sheriff Carey and he believed that the dishwasher would break soon and does not want to be without a dishwasher.

Captain Brewer stated if the dishwasher does break then the department could have a down time of 30 to 45 days because it is not a dishwasher that you can go to Sears and buy.

Commissioner Miller requested this be tabled until an outside maintenance person can look at the dishwasher. Commissioner Schnarre agreed.

Subject: GIS Department

Jason Warzinik, GIS Manager, was present on behalf of these items.

A. First Reading of GIS Dataset Fee Schedule

Jason Warzinik stated this is a fee schedule for GIS and Digital Database. This was developed mainly for consultants who need a large database.

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 with an appropriate order for approval.

B. IAAO/ESRI/Trimble Mobile Data Collection Grant Update

Jason Warzinik stated the County applied for the IAAO/ESRI/Trimble Mobile Data Collection Grant in January. He was notified that Boone County has received this grant. This grant is for a Trimble GeoXT GPS unit, ESRI training, and Trimble and ESRI software and includes the following:

1. One Trimble GeoXT (512 MB) for Mobile GPS Device
2. One Trimble External Antenna for GeoXT Mobile GPS Device
3. One Trimble Extended Receiver/Field Software Enhancement
4. One Trimble GPS Correct Software Kit
5. Twelve-Month Subscription to Pathfinder Express
6. Twelve-Month Trimble Priority Support
7. One ESRI ArcPad 6.x Application Builder License
8. ArcPad 6.x for Mobile GIS
9. ArcPad Studio for Developing Custom Applications
10. One ESRI ArcPad 6.x StreetMap License
11. One Working With ArcPad Workshop via ESRI's Virtual Campus
12. One Customizing ArcPad Course via ESRI's Virtual Campus
13. One Copy of the ESRI Press Publication Integrating GIS and Global Positioning Systems

Commissioner Miller stated there are only five of these grants awarded nationwide.

Subject: Collector’s Office – Second Reading and Approval of Request to Strike Delinquent Taxes from Tax Rolls

Patricia S. Lensmeyer, Boone County Collector, was present on behalf of this item.

Patricia Lensmeyer stated she has submitted a revised order for approval to the Commission that breaks down the amount of taxes that will be removed from the tax rolls.

Commissioner Miller moved pursuant to Chapter 139 RSMo, does hereby authorize the Boone County Collector, Patricia S. Lensmeyer, for the 1999 tax bill year, to strike from the delinquent tax rolls property tax balances on real estate and personal property as follows:

State	\$ 1,375.57
County	\$ 11,460.20
School Districts	\$ 214,210.05
Cities	\$ 16,066.64
Fire Districts	\$ 6,426.64
Library Districts	\$ 21,802.77
Surtax	\$ 15,636.89
Common Road	\$ 2,281.30
Centralia Common Road	\$ 12.87
Total	\$ <u>289,272.93</u>

These 1999 real estate and personal property taxes are stricken for the following reasons:

- After due diligence, the collector cannot locate the owners and said personal property taxes are beyond the 3 year statutory limitation to file civil action against the owners of record should the owners be located; or
- Bankruptcy proceedings have intervened making the balances due uncollectible; or,
- The real estate property was not subject to taxation after being acquired by a tax exempt owner after January 1 of the taxable year.

The above total of \$289,272.93 breaks out as follows:

- Personal property \$104,474.68
- Bankruptcy \$ 11,968.38
- Tax exempt acquisitions \$172,829.87
(Includes \$133,144.25 resulting from University of Missouri purchasing Keene Medical Building and associated properties.)

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 130-2005**

Subject: Treasurer’s Office – Second Reading and Public Hearing for Approval of Budget Amendment

Commissioner Elkin moved to approve the following budget amendment:

DEPARTMENT ACCOUNT AND TITLE	AMOUNT INCREASE
2002-71100: Courthouse Square Project – Outside Services	\$2,000.00

Said budget amendment is to establish a budget for the Blocks of Time project.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 131-2005**

Subject: Authorize Use of County Facilities

A. Partners In Education Kick-Off Celebration

Commissioner Miller moved to authorize the use of the Courthouse Grounds on May 5, 2005 from 5:00 to 8:00 p.m. for the Partners in Education Kick-off Celebration sponsored by Columbia Public Schools.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 132-2005**

B. Twilight Festival

Commissioner Elkin moved to authorize the use of the Courthouse Grounds and Courtyard Square on the following dates for the Twilight Festival sponsored by the Central Columbia Association and authorize the Presiding Commissioner to sign said application:

- June 2, 9, 16, 23, and 30, 2005 between 4:00 p.m. and 10:00 p.m.
- September 1, 8, 15, 22, and 29, 2005 between 4:00 p.m. and 9:00 p.m.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 133-200**

Commissioner Reports

There were no Commissioner Reports.

Public Comment

Hayes Murray, Plaza Real Estate, stated he contacted Commissioner Miller earlier today to request a Vacation of Easement Resolution for Hart Creek Development be approved by the Commission. This is an easement that is currently held by Boone County. The developer has agreed to remove any rights to an easement on the property. There has been no use of these easements and does not believe there will be in the next year.

Commissioner Miller noted this is an administrative issue. She requested this item be approved today as the land owner is trying to close on the property tomorrow. There was no objection to this request.

Commissioner Miller moved to approve the Vacation of Easement Resolution for Hart Creek Development.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 134-2005**

There was no further public comment.

The meeting adjourned at 2:43 p.m.

Attest:

Keith Schnarre
Presiding Commissioner

Wendy S. Noren
Clerk of the County Commission

Karen M. Miller
District I Commissioner

Skip Elkin
District II Commissioner