

CERTIFIED COPY OF ORDER

STATE OF MISSOURI }
County of Boone } ea.

July Session of the July Adjourned

Term. 20 12

In the County Commission of said county, on the 31st day of July 20 12

the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby **approve** the request by David and Christine Casey to rezone from A-1 (Agriculture) to A-2P (Planned Agriculture) on 15.0 acres, more or less, located at 9420 E Clatterbuck Rd., Ashland.

Done this 31st day of July, 2012.

ATTEST:

Wendy S. Noren
Wendy S. Noren
Clerk of the County Commission



Daniel K. Atwill
Presiding Commissioner



Karen M. Miller
District I Commissioner



Skip Elkin
District II Commissioner

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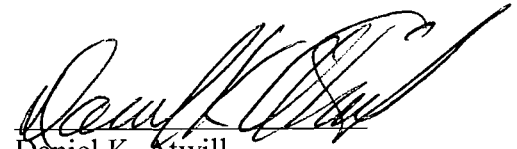
the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby **approve** the request by David and Christine Casey for a **Review Plan** on 15.0 acres, more or less, located at 9420 E Clatterbuck Rd., Ashland.

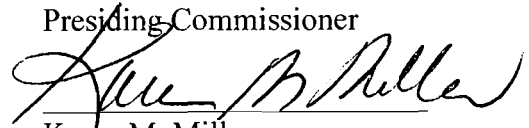
Done this 31st day of July, 2012.

ATTEST:

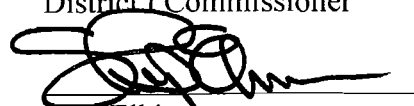
Wendy S. Noren
Wendy S. Noren
Clerk of the County Commission



Daniel K. Atwill
Presiding Commissioner



Karen M. Miller
District I Commissioner



Skip Elkin
District II Commissioner

CASEY

The minutes for the Planning and Zoning Commission meeting of July 19, 2012 along with the Boone County Zoning Regulations and Subdivision Regulations are entered into the record of this meeting.

The subject property is located on Clatterbuck Road, approximately 2 miles east of the city of Ashland, near Bob Veach Road. The applicants own a 15 acre tract, currently zoned A-1(Agriculture). It is surrounded by A-1 zoning, all of which is original 1973 zoning. There is currently a house and shed on the property. Their location, within the setback, was approved by the Boone County Board of Adjustment 24 May 2012 as case number 2012-004. The applicants are submitting a request to rezone the property, currently zoned A-1(Agriculture), to A-2P(Planned Agriculture). Under the proposed review plan, the property will be divided into two lots, each approximately 7 acres in size.

The Boone County Master Plan designates this area as being suitable for agricultural and rural residential land uses. The Master Plan also identifies a “sufficiency of resources test” to be used in determining whether there are sufficient resources available to support the proposed uses.

The sufficiency of resources test can be broken up into three categories: utilities, transportation, and public safety.

Utilities: The property is located in the Consolidated Public Water Service District #1 service area. There is existing service to the house located on proposed Lot 1. To establish service to Lot 2, a waterline extension will be required. Boone Electric will provide electrical service.

Transportation: The subject tract has direct access on to Clatterbuck Road, a county-maintained public right-of-way.

Public Safety: The subject tract is located in the Southern Boone County Fire Protection District, whose nearest station is located in the city of Ashland, approximately 2 miles to the west.

Zoning Analysis: The zoning requested, A-2P (Planned Agriculture), meets the requirements of the applicants. The nearest higher density zoning, A-2(Agriculture), is approximately ¼ of a mile away to the west. The lots proposed by the review plan are consistent with the overall character of the immediate area, as are the proposed uses for the property.

The property scored 47 points on the rating system.

Staff recommended approval of the rezoning request and the review plan.

The Planning & Zoning Commission conducted a public hearing on this request during their July 19, 2012 regular meeting. There were eight members of the commission present.

Following the public hearing, a motion was made to recommend approval of the rezoning request. The motion to recommend approval of the rezoning request passed unanimously.

A motion was then made to recommend approval of the Review Plan as presented. That motion also passed unanimously.

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In the County Commission of said county, on the

31st

day of

July

20

12

the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby **approve** the request by Karen Kay Furlong Heritage Trust to rezone from A-1 (Agriculture) to A-1P (Planned Agriculture) on 22.7 acres, more or less, located at 20635 and 20803 N Tucker School Rd., Sturgeon.

Done this 31st day of July, 2012.

ATTEST:

Wendy S. Noren cc
Wendy S. Noren
Clerk of the County Commission

Daniel K. Atwill
Daniel K. Atwill
Presiding Commissioner

Karen M. Miller
Karen M. Miller
District I Commissioner

Skip Elkin
Skip Elkin
District II Commissioner

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July Session of the July Adjourned

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In the County Commission of said county, on the 31st day of July 20 12

the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby **approve** the request by Karen Kay Furlong Heritage Trust for a Review Plan for Furlong Acres on 22.7 acres, more or less, located at 20635 and 20803 N Tucker School Rd., Sturgeon.

Done this 31st day of July, 2012.

ATTEST:

Wendy S. Noren
Wendy S. Noren
Clerk of the County Commission

Daniel K. Atwill
Daniel K. Atwill
Presiding Commissioner

Karen M. Miller
Karen M. Miller
District I Commissioner

Skip Elkin
Skip Elkin
District II Commissioner

FURLONG

The subject tract is located approximately 3 miles south of the city of Sturgeon on Tucker School Road, north of Monroe Drive. The property is 21.61 acres in size, zoned A-1 (Agriculture), and is surrounded by A-1 zoning. This is all original 1973 zoning. There are currently two houses and a few barns on the property. The applicant is requesting a rezoning to A-1P (Planned Agriculture) for purposes of subdividing the property into three lots. Two lots, sized at approximately 5 acres each, will contain the two houses, and the third, at approximately 10.58 acres, will be solely for agricultural purposes. Under the A-1P, this land division is made possible by using the density on the entire 21 acres to create two residential lots smaller than 10 acres while restricting the remainder's development potential.

The Boone County Master Plan designates this area as being suitable for agricultural and rural residential land uses. The Master Plan also identifies a "sufficiency of resources test" to be used in determining whether there are sufficient resources available to support the proposed uses.

The sufficiency of resources test can be broken up into three categories: utilities, transportation, and public safety.

Utilities: The subject property is located in Public Water Service District #10. Any new development on this property requiring water will require consultation with the District for setting a new meter. Boone Electric will provide electrical service to the property, and the property is located in the Boone County Fire Protection District.

Transportation: The subject tract has direct access on to Tucker School Road, a county-maintained public right-of-way.

Public Safety: The subject tract is located in the Boone County Fire Protection District, whose nearest station is located in the city of Sturgeon, approximately 3 miles to the north.

Zoning Analysis: This is a classic example of the use of A-1P zoning. It creates smaller residential lots where the homes exist and reserves the land in use for agriculture. The agricultural lot is protected from future development and reserved for agricultural activity, while now the homes can be transferred with smaller acreages. This is an appropriate use of A-1P Zoning.

The property scored 24 points on the rating system.

Staff recommended approval of the rezoning and the review plan.

The Planning & Zoning Commission conducted a public hearing on this request during their July 19, 2012 regular meeting. There were eight members of the commission present.

Following the public hearing, a motion was made to recommend approval of the rezoning request. The motion to recommend approval of the rezoning request passed unanimously.

A motion was then made to recommend approval of the Review Plan as presented. That motion also passed unanimously.

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In the County Commission of said county, on the 31st day of July 20 12
 the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby receive and accept the following subdivision plat and authorize the presiding commissioner to sign it:

Whitetail Hollow. S8-T50N-R13W. A-2. Sterling and Meghan Sublett, owners. Steven R. Proctor, surveyor.

Done this 31st day of July, 2012.

ATTEST:

Wendy S. Noren
 Wendy S. Noren
 Clerk of the County Commission

Daniel K. Atwill
 Daniel K. Atwill
 Presiding Commissioner

Karen M. Miller
 Karen M. Miller
 District I Commissioner

Skip Elkin
 Skip Elkin
 District II Commissioner

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In the County Commission of said county, on the 31st day of July 20 12

the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby approve the attached recommendations from the Personnel Advisory Committee regarding Missouri Task Force One, allowable business and travel expenses, and the mileage reimbursement policy.

Done this 31st day of July, 2012.

ATTEST:

Wendy S. Noren
Wendy S. Noren
Clerk of the County Commission

Daniel K. Atwill
Presiding Commissioner

Karen M. Miller
District I Commissioner

Skip Elkin
District II Commissioner

Boone County Human Resources

BETTY DICKNEITE
Director



613 East Ash
Columbia, MO 65201
(573) 886-4395

July 24, 2012

TO: Dan Atwill, Presiding Commissioner
Karen Miller, District 1 Commissioner
Skip Elkin, District 2 Commissioner

FROM: Betty Dickneite, Chairperson
Personnel Advisory Committee

RE: Recommendations from Personnel Advisory Committee

The Personnel Advisory Committee met on July 19, 2012 and unanimously* recommended the following additions and changes (noted in blue) to the Boone County Personnel Policy Manual:

- **Leave of Absence to serve with Boone County Task Force One (Additional Section 5.10 to be added to the Leave of Absence chapter of the Personnel Policy Manual):**

Section 5.10: Missouri Task Force One

Employees who are called to serve with Missouri Task Force One are not given paid leave; however, they may request the use of accrued vacation or leave without pay. Activation orders must be presented to the Administrative Authority before leave is approved.

- **Continental Breakfast & Per Diem Rates (change to #1 Meal and Incidental Expenses under Allowable Expenses in Section 4.6 Business and Travel Expenses of the Personnel Policy Manual):**

Allowable Expenses

1. Meal and Incidental Expenses:

Boone County will reimburse employees for meals and incidental expenses (M&IE) incurred while traveling away from home to perform official County business using the applicable federal per diem rate. M&IE rates are available on the Internet at www.gsa.gov/perdiem. Select a year and click on the state. Rates are set by federal fiscal year, effective beginning each October 1st. CONUS rates will determine the per diem amount. The Standard CONUS rate applies in all areas where a Special CONUS rate has not been established.

“Travel away from home” is defined by the IRS as overnight travel or travel such that:

- 1) The employee’s duties require them to be away from the general area of their home substantially longer than an ordinary day’s work (must be in travel status 12 hours or more); and
- 2) The employee needs to sleep or rest to meet the demands of their work while away from home. (Merely napping in their car does not satisfy the rest requirement).

If an employee is eligible to receive an M&IE per diem, a pro rata per diem will apply if the County is paying for any of the employee’s meals as part of the registration fee or overall package for the trip, as indicated in brochures or written descriptions of the trip itinerary. A deduction shall be made in the daily travel per diem request. ~~Meals to be included in this per diem reduction will include banquets, buffets, plated meals, or boxed lunches identified in written descriptions relating to the trip schedule, but will not include airline meals, receptions, or continental breakfasts.~~

Meals to be included in this per diem reduction will include banquets, buffets, plated meals or boxed lunches that are identified in written descriptions relating to the trip schedule. Receptions and continental breakfasts should also be included in the per diem reduction unless otherwise approved by the Administrative Authority.

Employees are authorized 100 percent per diem for Meals & Incidental Expenses (M&IE), except for the first and last day of official travel. On the first and last day of official travel, employees are authorized 75 percent M&IE. The 75 percent allocation will be applied to the applicable M&IE for the first and last days, after having made any pro-rata adjustments described above. The County shall pay per diem based on all applicable IRS rules and regulations to insure that neither the County nor the employee incurs any tax liability for M&IE.

An Administrative Authority and/or employee may request reimbursement based upon actual expenses, not to exceed the allowable per diem. An Administrative Authority may require an employee to collect or submit receipts to justify meals expenses.

• **Mileage Reimbursement Policy (change to #2 Mileage, Airfare, or other Commercial Transportation, under Allowable Expenses in Section 4.6, Business and Travel Expenses of the Personnel Policy Manual):**

2. Mileage, Airfare, or other Commercial Transportation:

When official travel is authorized, an employee’s private car may be used and business mileage reimbursement may be paid at the maximum rate authorized by the IRS, or the rate authorized by the County Commission in the annual budget, if different. The IRS rate is published at several websites, including <http://www.gsa.gov> (search for Privately Owned Vehicle (POV) reimbursement rates) and <http://www.irs.gov/index.html> (search for standard mileage rate.).

Business mileage is the difference between the distance traveled for official work purposes and regular commuting mileage. Commuting mileage is any travel to/from home and the regular place of work, regardless of time of day, frequency, or call backs to the work place. Employees will only be reimbursed for business mileage in excess of regular commuting mileage.

For out-of-state travel, the Administrative Authority is responsible for selecting the mode of travel most economical and appropriate for the County. An employee may use an alternate means of transportation (such as driving his/her personal vehicle), if approved by the Administrative Authority. In this event, transportation reimbursement paid to the employee for costs incurred for the alternate means of transportation shall not exceed the amount that would have otherwise been paid for the most economical and appropriate mode of travel.

Whenever an employee is granted permission to use an alternate means of transportation for out-of-state travel, documentation of the amount that would have otherwise been paid for the most economical and appropriate mode of travel must be provided in order to claim reimbursement for travel expenses. Documentation may include, but is not limited to, travel fare price quotes (net of all usual and customary discounts such as advance booking discounts), quoted parking fees, and quoted taxi service or shuttle service that would have been incurred if the usually acceptable commercial transportation had been used. For airline travel, the quote should reflect the cost of coach class.

Employees traveling in a County car should submit receipts for refueling the County car, if applicable, rather than requesting mileage reimbursement.

Any traffic fines imposed while traveling on County business are the responsibility of the employee.

**PAC members voting in favor of these recommendations were June Pitchford, Pat Lensmeyer, Dwayne Carey, Bonnie Adkins (proxy for Dan Knight), Nicole Galloway, Stan Shawver, Betty Dickneite, Melinda Bobbitt, and Aron Gish. Note: Tom Schauwecker was present for the vote on the Mileage Reimbursement Policy changes only.*

Members Not Present for Vote and no proxy given: Wendy Noren, Bettie Johnson, Christy Blakemore, Cathy Richards, Presiding Commissioner Dan Atwill, and Chet Dunn.