

TERM OF COMMISSION: July Session of the May 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 Linda Vogt
 Deputy County Clerk Margaret M. Booker
 County Counselor John Patton

The regular meeting of the County Commission was called to order at 1:30 p.m.

SUBJECT: Open Bid Number 81-06JUL95, Publication of Tax Certificate Sale Notices

Responses to the request for quotation were opened as follows:

<u>Company</u>	<u>Location</u>	<u>Bid/No Bid</u>
Columbia Missourian	Columbia, MO	\$6.65 Column Inch
Columbia Daily Tribune	Columbia, MO	\$7.50 Column Inch

SUBJECT: Additional Lock Between Juvenile Justice Center Lobby and Residential Areas

Chief Deputy Juvenile Officer Kathy Lloyd and Juvenile Justice Center (JJC) Superintendent Kirk Kippley were present. Summarizing a memo submitted to the Commission, Mr. Kippley stated residents cannot access the lobby, but the public can access the residential area from the lobby. Another reason for having a lock on both sides of the lobby door is so the front doors can be open during regular business hours. The public currently rings a bell and waits outside for someone to answer.

Commissioner Miller stated it is a great inconvenience for the staff to get up to let people in, but she is shocked at the \$1,420.25 cost for the additional lock. Why does the lock have to be installed by Pauly Jail Building Company?

Mr. Kippley replied using another method voids the warranty on the automated control system.

Commissioner Stamper stated he cannot approve this request. How long is the warranty period?

Mr. Kippley replied two years.

Ms. Lloyd reiterated once someone is admitted to the lobby, they can enter the facility. The front doors are currently kept locked in order to secure the facility. When the lock was originally installed, the residential area was secure from the lobby, but residents could exit the facility.

In response to a question from Commissioner Vogt, Mr. Kippley replied they have not experienced problems with people trying to enter the facility.

Commissioner Stamper suggested Mr. Kippley contact CRSS Construction Manager Dave D'Eagle and request he review the warranty to determine if another solution is possible.

SUBJECT: County Constitution Commission Budget Presentation

County Constitution Commission member Karen McBride presented the budget. Ms. McBride stated the budget for the 1982 Charter Commission was substantially less than this budget. She does not know how they accomplished their task, unless funds were not scrutinized as closely as they are now. The amount requested for clerical support was determined by using costs incurred to date. The \$10,000 amount requested for consulting fees would be used to obtain legal advice and advice from people who have been through the constitution process previously. Attorney Steve Scott submitted a bid much higher than the amount requested, but the Constitution Commission determined they would not need the amount of service he estimated. The remaining three categories are based on their cost experience to date.

In response to a question from Commissioner Miller , Ms. McBride replied Constitution Commission members are mailed a weekly agenda. Meeting minutes are mailed to members who are absent from a meeting.

Commissioner Stamper stated County Clerk Wendy S. Noren indicated there are other postage costs involved. She was confident in the amount requested.

Ms. McBride stated the \$7,000 amount requested for printing would be used to print the constitution for distribution. Other printing needs are included in the postage, materials and supplies category.

Commissioner Miller stated the \$6,500 estimate for public notices is extremely high. She does not anticipate this group paying for public notices intended to promote adoption of the constitution.

Commissioner Stamper replied that is not what it is for. Statute requires the document be published.

Ms. McBride stated the Constitution Commission has never done this before. They created a budget based on available information. The figures may be high. Hopefully, they are and there will be a surplus. They will not spend more than necessary.

Commissioner Stamper stated the last three categories are based on Ms. Noren's projections.

Commissioner Vogt stated the process needs to be as public as possible. Commissioner Vogt moved that the County Commission of the County of Boone approve the attached budget in the amount of \$35,000 for the County Constitution Commission.

Commissioner Stamper seconded the motion. Commissioner Vogt and Commissioner Stamper voted for the motion. Commissioner Miller voted in opposition to the motion. **Order 350-95.**

SUBJECT: Designate Pay Range for Neighborhood Improvement District Coordinator and Adopt Budget for Program

Manager of Design and Construction Tom Ratermann, Auditor June Pitchford and Personnel Director Mark Stone were present. Mr. Ratermann distributed a proposed budget, stating they propose the budget be separated from the Public Works Department budget so costs can be tracked more easily.

In response to a question from Commissioner Stamper, Ms. Pitchford confirmed the budget is for the period from August through December, 1995. The 1996 budget will be created through the annual budget process. The only costs which will not be reimbursed by neighborhood improvement districts are those incurred for a district which is not subsequently approved.

Commissioner Miller moved that the County Commission of the County of Boone adopt the attached budget for neighborhood improvement district activities.

Commissioner Vogt seconded the motion. Motion passed unanimously. **Order 351-95.**

Mr. Ratermann stated a job description was developed for a Neighborhood Improvement District Coordinator and was amended following review by offices involved in the process. A salary range 21 is recommended. It is recommended the position not be exempt from Fair Labor Standards Act provisions.

Mr. Stone stated he contacted the City of Columbia to determine salary classifications for similar positions. Based on information received, the recommended salary range 21 is appropriate.

Ms. Pitchford commented each office which works with neighborhood improvement districts will appreciate resources being directed toward this coordination effort.

Commissioner Vogt moved that the County Commission of the County of Boone designate the salary range for the Neighborhood Improvement District Coordinator as range 21. The position will not be exempt from the Fair Labor Standards Act.

Commissioner Miller seconded the motion. Motion passed unanimously. **Order 352-95.**

SUBJECT: Award Bid 73-15JUN95, Paper Shredder

Purchasing Director Beckie Jackson stated a committee was formed to review bid responses. The committee determined a cross cut shredder, which shreds documents to the extent they cannot be reconstructed, is desirable. Award is recommended to Cummins-Allison Corp. It is recommended the shredder be located in the Johnson Building. There will be an associated cost of \$300 to install power to the area identified.

Commissioner Miller stated Records Clerk Brad Hauck would like the shredder to be located in the 20' x 20' staging area where the recycling bins will be located.

Ms. Jackson stated the concern she has with that location is the concrete/brick construction of the area. Installing a power supply in that area will likely be more costly.

Commissioner Stamper stated such details can be decided by Commissioner Miller.

Following discussion, Commissioner Miller moved that the County Commission of the County of Boone award bid number 73-15JUN95, Paper Shredder, to Cummins-Allison Corp. in the amount of \$7,640.25 and a maintenance contract in the amount of \$725 per year.

Commissioner Vogt seconded the motion. Motion passed unanimously. **Order 353-95.**

SUBJECT: Award Bid 79-22JUN95, Standard Duplicating Services

Per the recommendation of Ms. Jackson, Commissioner Stamper moved that the County Commission of the County of Boone award bid number 79-22JUN95, Standard Duplication Services, to Kinko's in the amount of \$883.64. (Contract period through December 31, 1995.)

Commissioner Vogt seconded the motion. Motion passed unanimously. **Order 354-95.**

SUBJECT: Victim's of Crime Act Grant Application for Fiscal Year 1995-1996

Prosecuting Attorney Kevin Crane stated approval is requested to apply for funding from the Victim's of Crime Act. The funding period is October, 1995 through September, 1996. The amount requested is \$37,132.42. There is no cost to Boone County. The funds will be used for Crime Victim Counselor Elizabeth Wilson's full time salary, travel to seminars, and supplies.

Commissioner Miller moved that the County Commission of the County of Boone approve, and authorize the Presiding Commissioner to sign, the attached application for Victim's of Crime Act grant funding for fiscal year 1995-1996.

Commissioner Vogt seconded the motion. Motion passed unanimously. **Order 355-95.**

SUBJECT: Award Bid 78-22JUN95, Pest Control

Commissioner Miller moved that the County Commission of the County of Boone award bid number 78-22JUN95, Pest Control, to Terminex Pest Control in the amount of \$2,076.

Commissioner Vogt seconded the motion. Motion passed unanimously. **Order 356-95.**

SUBJECT: TCI Cablevision Notice of Annual Contract Renewal Updating Equipment and Installation Charges

Commissioner Stamper summarized the notice and advised it will be posted for viewing.

SUBJECT: Discuss Community Health Care Task Force Report

Commissioner Stamper stated the lengthy report calls for additional attention to public health and presents ideas for improvements. The Commission and Columbia City Council need to meet and discuss the report. His placed the item on the agenda to inform the public of the report's existence.

SUBJECT: Authorize Courthouse Plaza Use for Show-Me Games Torchlighting Ceremony

Commissioner Vogt moved that the County Commission of the County of Boone authorize use of the Courthouse grounds for the Show-Me Games Torchlighting Ceremony on Friday, July 21, 1995 from 2:00 p.m. through 5:00 p.m.

Commissioner Miller seconded the motion. Motion passed unanimously. **Order 357-95.**

SUBJECT: Asphalt Overlay Contract Authorization

Assistant Public Works Director Frank Abart presented the contract prepared in response to the recent award of the bid for asphalt overlays.

Commissioner Vogt moved that the County Commission of the County of Boone approve, and authorize the Presiding Commissioner to sign, the attached agreement with Richardson & Bass Construction Co., Inc. for asphaltic overlays.

Commissioner Miller seconded the motion. Motion passed unanimously. **Order 358-95.**

SUBJECT: Army Corps of Engineers Notice of Flood Emergency General Permit

Commissioner Stamper summarized the notice and advised it will be posted for viewing.

SUBJECT: Boone County Historical Society 1994 Annual Report

Commissioner Stamper submitted the annual report for the public record.

SUBJECT: Depository Agreement with Boone County National Bank

Commissioner Stamper moved that the County Commission of the County of Boone authorize the Presiding Commissioner to sign the 1995-1997 Depository Agreement with Boone County National Bank.

Commissioner Miller seconded the motion. Motion passed unanimously. **Order 359-95.**

SUBJECT: Award Bid 63-30MAY95, Photographic Equipment

Captain Beverly Braun distributed and summarized a bid tabulation and award recommendation.

Commissioner Vogt moved that the County Commission of the County of Boone award bid number 63-30MAY95, Photographic Equipment, to Police Video Systems for a Sony TR-82 police video system in the amount of \$1,947; to Columbia Photo for 72 mm filters in the amount of \$113.85; to Columbia Photo for a Tamron 606 camera bag in the amount of \$79; to Columbia Photo for a Promaster Spectrum 7 lens in the amount of \$179.95; to Columbia Photo for a Pro 28-200 zoom lens in the amount of \$269.95; and to Columbia Photo for a Promaster FTD 5700 flash unit in the amount of \$79.95.

Commissioner Miller seconded the motion. Motion passed unanimously. **Order 360-95.**

SUBJECT: Reports From Commissioners

Commissioner Miller reported on progress with records storage at the Johnson Building. Lumber storage shelves were purchased with the building. Metal shelves need to be added per the recommendation of the Secretary of State's office. The cost to retrofit the shelves is \$2,801. Mr. Hauck prepared a layout of how he would like the area arranged. He requests wire shelf units with castors be purchased at a cost of \$3,868. Authorization to purchase the shelving could be given this year or funding could be placed in the budget for 1996.

Commissioner Stamper stated he prefers current shelving be retrofitted and funding for additional shelving units be requested in 1996.

Commissioner Miller stated a \$235 rolling step ladder and \$80 hand truck are needed this year.

Commissioner Vogt asked if the County Clerk has funding available for the items?

Commissioner Miller stated the funding source has not been determined. She agreed to determine immediate needs and develop a budget for 1996 which includes the metal shelf units.

Commissioner Miller reported there are substantial problems with the Commission Chamber sound system. Problems are greatest when there are many people in the room and there is movement. The current cordless microphones are not of the type or quality needed. The Facilities Maintenance Department reports three microphones of the type needed would cost \$2,146.89. They recommend in-depth training of frequent users; limited access to controls by untrained personnel; replacement of wireless microphones with commercial grade microphones; and reduction in movement of the microphone stand within the Chambers.

Commissioner Miller reported City of Columbia City Manager Ray Beck advises the Sheriff is responsible for patrolling County owned parking lots.

Commissioner Vogt reported Carol Levinson resigned from Booker Associates, the County's long range planning consultant. Results of the written long range planning survey are available for review.

Commissioner Vogt reported the Boone County Fair Board requests \$10,000 from the County in order to improve two fairgrounds roads.

The meeting adjourned at 2:40 p.m.

Attest:

Don Stamper
Presiding Commissioner

Wendy S. Noren
Clerk of the County Commission

Karen M. Miller
District I Commissioner

Linda Vogt
District II Commissioner