

TERM OF COMMISSION: November 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
County Counselor John Patton
Deputy County Clerk Melanie Stapleton

The regular meeting of the County Commission was called to order at 9:30a.m. by Commissioner Stamper.

Subject: Declaration of Holiday on Friday, November 27, 1998

Commissioner Stamper moved to declare by authority of Executive Order 98-20, Office of the Governor of the State of Missouri that all county offices would be closed on Friday, November 27, 1998.

Commissioner Miller seconded the motion.

There was no discussion.

The motion passed 2-0. **Order 524-98**

Subject: Appointment to Board of Health

Commissioner Miller stated that the applicants for this appointment had been interviewed. She stated that they had chosen to re-appoint Linda Cooperstock.

Commissioner Miller moved to re-appoint Linda Cooperstock to the Boone County Board of Health for a three-year term beginning August 31, 1998 and ending on August 31, 2001.

Commissioner Stamper seconded the motion.

There was no discussion.

The motion passed 2-0. **Order 525-98**

Subject: Open Jail Bids

Commissioner Miller opened a bid from Sircal Contracting, Inc. of Loosecreek, MO. She stated that Addendums 1-5 had been identified. The base bid was \$708,000. Alternate 2 was \$78,400 and Alternate 3 was \$146,900. There was a non-collusion statement and a bid bond included. The bid was for 230 calendar days and 30 additional days for Alternates 2 and 3 combined.

Commissioner Stamper opened a bid from Prost Builders, Inc. of Jefferson City, MO. He stated that Alternates 1-5 had been identified. The bid was for 180 calendar days and 10 additional days for Alternates 2 and 3 combined. The base bid was \$745,000. Alternate 2 was \$80,000 and Alternate 3 was \$173,000. There was a non-collusive certification and a bid bond included.

Commissioner Miller opened a bid from Little Dixie Construction of Columbia, MO. She stated that Addendums 1-5 had been identified. The bid was for 150 calendar days. The base bid was \$653,600. Alternate 2 was \$64,000 and Alternate 3 was \$185,800. There was a non-collusive statement and a bid bond included.

Commissioner Stamper opened a bid from Columbia Curb and Gutter. He stated that Addendums 1-5 were acknowledged. The bid was for 210 calendar days and 60 additional days for Alternates

2 and 3. The base bid was \$920,000. Alternate 2 was \$190,000 and Alternate 3 was \$287,000. There was a non-collusive statement and a bid bond included.

Commissioner Miller opened a bid from Mcaffee Construction of Columbia, MO. She stated that Addendums 1-5 had been identified. The bid was for 180 calendar days and 90 additional days for Alternates 2 and 3. The base bid was \$669,000. Alternate 2 was \$119,000 and Alternate 3 was \$144,000. There was a non-collusive certification and a bid bond included.

Commissioner Stamper stated that these bids had been opened and disclosed. He stated that the bids would be turned over to the architectural firm for calculation. Commissioner Stamper noted that by rough calculation Little Dixie Construction appeared to be the lowest bid. He stated that if there were any questions the architect or the Purchasing department should be contacted.

Subject: Accept bonding documents and Final Plat for Victoria South Plat 1-Thad Yonke

Thad Yonke stated that Victoria South Plat 1 was ready to be accepted. He stated that this was a 9-lot plat out of a 45-lot total plat, located off of Old Village south of Rte K. He stated that the infrastructure improvements had been put in with the exception of the seeding and mulching along the roadway. He stated that the bonding documents were to cover the seeding and mulching phase of the project.

Commissioner Miller stated that she thought this project was reasonable, however she noted that it was a difficult time to do the seeding and mulching.

Thad Yonke stated that the Public Works thought that it would be better to bond the seeding and mulching phase of the project in case it did not hold.

Commissioner Miller moved to accept the Certificate of Deposit Number 44405097 in the amount of \$1000 and the Bonding Documents for Victoria South Plat 1. And further order the acceptance of the Final Plat of Victoria South Plat 1.

Pursuant to this order, the Presiding Commissioner is hereby authorized to sign all documents pertaining to said plat.

Commissioner Miller seconded the motion.

There was no discussion.

The motion passed 2-0. **Order 526-98**

Subject: Approve and Adopt Boone County Purchasing Policy-Beckie Jackson

Beckie Jackson stated that this policy was created with the use of the model procurement code that was written by the American Bar Association. She stated that once it is adopted, it would become the formal policy for Boone County and would be used by all County offices and departments.

Commissioner Miller stated that there had been adequate time for any comment and discussion.

Commissioner Stamper stated that the history of purchasing in county government had progressed a great deal. He stated that June Pitchford, County Auditor and Beckie Jackson had put a great deal of hard work into formulating this document.

Commissioner Stamper recognized June Pitchford for comments.

June Pitchford did not give any comments.

Commissioner Stamper moved to approve and adopt the Boone County Purchasing Policy Manual.

Commissioner Miller seconded the motion.

There was no discussion.

The motion passed 2-0. **Order 527-98**

Subject: Award Bid Number 54-14OCT98 for Software

Beckie Jackson stated that this issue had been discussed in a previous work session. She stated that this particular software was for the Public Works department.

Commissioner Stamper moved to award Bid Number 54-14OCT98 as follows:

<u>FOR</u>	<u>TO</u>
XPSWMM32 SOFTWARE (class 9-software-hpswmm	CAICE SOFTWARE, INC.

Said bid is awarded per attached recommendation of the Purchasing Director. It is further ordered that the Presiding Commissioner be hereby authorized to sign all documents pertaining to said bid award.

Commissioner Miller seconded the motion.

There was no discussion.

The motion passed 2-0. **Order 527A-98**

Subject: Budget Amendments and Revisions (discussed by the Auditor)

June Pitchford stated that the Commission had been aware of all of these revisions and amendments for some time. She stated that she decided to bring them to the Commission at one time.

June Pitchford stated that these items covered the two Capital projects, revenue in the General Fund that needed be put in the Emergency fund and items using Emergency fund money.

June Pitchford stated that she had prepared a budget amendment that would increase the Emergency Fund by \$200,000. She stated that this would bring the total resources for the two capital projects to \$2 million (1.2 million from General Fund and \$800,000 from the Profitshare).

Commissioner Miller stated that all of this money might not be used for the projects.

June Pitchford stated that she had measures in place to transfer the money back if it was not needed.

Commissioner Miller asked if there needed to be a 10-day waiting period for all of these amendments.

Commissioner Miller moved to authorize a Budget amendment increasing Acct 1190-83919 Non-departmental: Operating Transfer Out to Capital Project Fund By \$200,000 to cover expenditures for Dept. 4000 Jail Renovation and Dept. 4020 JJC Renovation.

Pursuant to this order, the Presiding Commission is hereby authorized to sign said Budget amendment.

Commissioner Stamper seconded the motion.

There was no discussion.

The motion passed 2-0. **Order 535-98**

Commissioner Miller moved to authorize a Budget amendment increasing the following accounts:

<u>ACCOUNT</u>	<u>AMOUNT</u>
4020-03913 (JJC Expansion/Renovation: Operating Transfer in from General Fund)	\$500,000
4020-03917 (JJC Expansion/Renovation: Operating Transfer in from Special Revenue Fund)	\$358,895
4020-71201 (JJC Expansion/Renovation: Construction Costs, materials)	\$735,280
4020-71211 (JJC Expansion/Renovation: Architectural/Engineering fees)	\$45,500
4020-71221 (JJC Expansion/Renovation: Construction Management fees)	\$25,140
4020-71231 (JJC Expansion/Renovation: Owners costs)	\$52,975

Said Budget Amendment is to establish a revised budget for JJC renovation.

Pursuant to this order, the Presiding Commissioner is hereby authorized to sign said Budget amendment.

Commissioner Stamper seconded the motion.

There was no discussion.

The motion passed 2-0. **Order 536-98**

Commissioner Miller moved to authorize a Budget amendment increasing the following accounts:

<u>ACCOUNT</u>	<u>AMOUNT</u>
4000-03913 (Jail Expansion/Renovation: Operating Transfer in from General Fund)	\$700,000
4000-03917 (Jail Expansion/Renovation: Operating Transfer in from Special Revenue Fund)	\$441,105
4000-71201 (Jail Expansion/Renovation: Construction cost, materials)	\$1,014,000
4000-712411 (Jail Expansion/Renovation: Architectural/Engineering Fees)	\$59,500
4000-71221 (Jail Expansion/Renovation: Construction Management fees)	\$16,980
4000-71231 (Jail Expansion/Renovation: Owner costs)	\$50,625

Said Budget Amendment is to establish a revised budget for Jail renovation.

Pursuant to this order, the Presiding Commissioner is hereby authorized to sign said Budget amendment.

Commissioner Stamper seconded the motion.

There was no discussion.

The motion passed 2-0. **Order 537-98**

Commissioner Miller moved to authorize a Budget amendment increasing 1190-03823 Hospital Lease-Fixed Amount Increased with renewal by \$350,000 to cover revenue shortfall in Dial-up fees, shortfall from the lease of JJC and the additional appropriation needed for Emergency Fund to cover out-of-county housing.

Pursuant to this order, the Presiding Commissioner is hereby authorized to sign the Budget amendment.

Commissioner Stamper seconded the motion.

There was no discussion.

The motion passed 2-0. **Order 528-98**

Commissioner Stamper moved to authorize a Budget amendment increasing 1123-86800 Emergency Funds by \$200,000 to increase Emergency appropriation.

Pursuant to this order, the Presiding Commissioner is hereby authorized to sign the Budget amendment.

Commissioner Miller seconded the motion.

There was no discussion.

The motion passed 2-0. **Order 529-98**

Commissioner Stamper moved to authorize a Budget revision as follows:

<u>AMOUNT</u>	<u>ACCOUNT FROM</u>	<u>ACCOUNT TO</u>
\$8000	1123-86800 Emergency Funds	
\$1000		1192-71104 Employee Benefits: Administrative Services
\$7000		1192-71105 Employee Benefits: Legal Services

Said revision is to cover old pension administration/legal fees.

Commissioner Miller seconded the motion.

There was no discussion.

The motion passed 2-0. **Order 530-98**

Commissioner Stamper moved to authorize a Budget revision as follows:

<u>AMOUNT</u>	<u>ACCOUNT FROM</u>	<u>ACCOUNT TO</u>
\$13,165	1123-86800 Emergency Funds	
\$12,500		6211-48200 Electricity-Courthouse
\$665		6211-48200 Electricity-Centralia Clinic
\$12,500		6211-03913 OTI General Fund
\$665		6213-03913 OTI General Fund

\$13,165		1190-83923 OTO Int Serv Fund
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Said revision is to cover utility shortfalls.

Commissioner Miller seconded the motion.

There was no discussion.

The motion passed 2-0. **Order 531-98**

June Pitchford stated that the 1998 estimates were very short for the utilities. She stated however that her office had better figures for the 1999 budget.

Commissioner Miller asked why the estimates were so short.

June Pitchford stated that her office did not have good information. She noted however that this would be corrected in the 1999 budget.

Commissioner Stamper moved to authorize a Budget revision as follows:

AMOUNT	ACCOUNT FROM	ACCOUNT TO
\$30,000	1194-22000 Postage	
\$30,000		1123-86800

Said revision is to cover shortfall in postage.

Commissioner Miller seconded the motion.

Discussion: Commissioner Stamper asked if this revision was to cover a shortfall in postage.

June Pitchford stated that part of the County had not opened the year with as much postage on the machine. She also stated that this was an area that needed to be explored in so far as how this money was being spent. She noted that some discussion with the Director of Information Technology might be in order.

June Pitchford stated that there was not adequate information to address why this amount was so high. She further noted that there was no system for keeping track of how much postage each department used (with the exception of the Assessor's office).

The motion passed 2-0. **Order 532-98**

[Deputy's note: Order 533-98 was inadvertently skipped in the numbering system]

Commissioner Stamper moved to authorize a Budget revision as follows:

AMOUNT	ACCOUNT FROM	ACCOUNT TO
\$2500	1123-86800 Emergency Funds	
\$2500		1115-84300 Human Resources: Advertising

Said revision is to cover advertising shortage.

Commissioner Miller seconded the motion.

Discussion: Commissioner Stamper stated that this revision was due to the advertising needed to publicize positions available in the Information Technology.

The motion passed 2-0. **Order 534-98**

Commissioner Stamper moved to waive the 10-day waiting period on the Budget amendments presented to the Boone County Commission on November 10, 1998 by Boone County Auditor June Pitchford.

Commissioner Miller seconded the motion.

There was no discussion.

The motion passed 2-0. **Order 537A-98**

Subject: Purchase by the Prosecuting Attorney's Office

Commissioner Stamper stated that the Commission had a request from the Prosecuting Attorney's office to purchase four personal computers. He (Prosecuting Attorney) stated that there had been some confusion about upgrades and wanted to purchase the computers out of the bad check fund.

Commissioner Stamper moved to authorize the Prosecuting Attorney's Office to purchase four Personal Computers from the Prosecutor's Bad Check fund.

Commissioner Miller seconded the motion.

There was no discussion.

The motion passed 2-0. **Order 538-98**

Subject: Quit-Claim Deed

Commissioner Stamper asked if anyone had any input on this item.

John Patton stated that this was item had been sent to his office by Public Works.

Commissioner Stamper asked if there was any public present that wished to comment on the subject.

Joe Crane stated that this was related to a condemnation (the rest of speaker's comments were not audible).

Commissioner Stamper asked Frank Abart if there was a need for the easement that was given.

Frank Abart stated that there was not a need for the easement.

Joe Crane stated that he had not received any documentation concerning what was going on with this property.

Commissioner Stamper asked if this piece of property belonged to Joe Crane.

Joe Crane stated that it did.

Commissioner Stamper asked if this (quit-claim deed) was requested by Mr. Crane.

Joe Crane stated that he had requested it.

Joe Crane stated that someone from the Road & Bridge advisory committee was supposed to meet with the people that lived in that area to discuss property, however no one had shown up.

Commissioner Stamper stated that if Mr. Crane wanted this quit-claim granted, the Commission would be willing to do so.

Joe Crane stated that this had to be done.

Commissioner Stamper asked if the Commission had any disagreement with this item.

Commissioner Miller stated that she did not have any disagreement with this item as long as the County had enough land to proceed with its functions.

Commissioner Stamper moved to approve and accept the Quit-Claim deed between Joe Crane and Boone County. And further ordered that the Presiding Commissioner be hereby authorized to sign said deed.

Commissioner Miller seconded motion.

Discussion: Commissioner Miller asked Frank Abart how the County's easement would be retained since this deed had been granted.

John Patton stated that this document only reserved the existing roadway easement which by statute was 30' in width or 15' off the center. He stated that anything beyond that was to be returned to the property owner.

Joe Crane stated that the easement had not been taken off of the proper road and that the entire area was a disaster.

The motion passed 2-0. **Order 539-98**

Subject: Roadway Acceptance Certificats for Azoros Dr, Bentwood Lane, and Forest Parkway

Frank Abart stated that the Victoria South Plat 1 was located at Azoros Dr. and that it was being presented for accepted.

Commissioner Miller moved to accept Azoros Dr as described in the maintenance certificate.

Commissioner Stamper seconded the motion.

There was no discussion.

The motion passed 2-0. **Order 540-98**

Frank Abart stated that this was the second phase for a project having to do with Bentwood Lane that had come before the Commission some time ago in order to allow the property owners to improve their road (at their own expense).

Commissioner Miller moved to accept Bentwood Lane as described in the maintenance certificate.

Commissioner Stamper seconded the motion.

There was no discussion.

The motion passed 2-0. **Order 541-98**

Frank Abart stated that Forest Park Way and Forest Meadow Way were in northern Boone County. He stated that the roads ran north off of Mt Zion Church Rd and west off of Rte B.

Commissioner Miller moved to accept Forest Park Way and Forest Meadow Way as described in the maintenance certificate.

Commissioner Stamper seconded the motion.

There was no discussion.

The motion passed 2-0. **Order 542-98**

Subject: Southern Boone County Wastewater Collection and Treatment Needs Assessment Cooperative Agreement

Commissioner Miller stated that this agreement had already been discussed.

Tom Ratermann stated that the funding source had not been identified in the original order.

Commissioner Stamper stated that the funding source had been clarified already.

Commissioner Stamper stated that he had spoken with the Auditor and she had no questions on the subject.

Commissioner Stamper moved to authorize a Cooperative Agreement between Boone County, the Boone County Regional Sewer District and the City of Ashland for wastewater collection and treatment needs assessment. And further ordered that the Presiding Commissioner be hereby authorized to sign all documents pertaining to said agreement.

Commissioner Miller seconded the motion.

Discussion: Commissioner Stamper stated for the record that the allocation for this project would come from the Healthcare Profitshare Fund.

The motion passed 2-0. **Order 543-98**

Commissioner Stamper moved to approve a consent agreement with Public Development Consultants, Inc., the Boone County Regional Sewer District, and the City of Ashland pending final Legal Counsel Review.

Commissioner Miller seconded the motion.

There was no discussion.

The motion passed 2-0. **Order 543A-98**

Subject: Change Order Number 8 for Vawter School Road

Frank Abart stated that there were two items involving in this project. He stated that one was the \$4000 for temporary surfacing (in order to get the property owners in and out of the property). The second part was to add erosion control measures.

Commissioner Stamper asked what the measures were.

Frank Abart stated that there would be an erosion-control blanket placed on the areas with concentrated water.

Commissioner Stamper moved to approve Change Order Number 8 with APAC of Missouri, Richardson and Bass Division for Vawter School Road Improvements Project. Said change is to Bid Number 04-24FEB98 for an additional \$13,187.54.

Pursuant to this order, the Presiding Commissioner is hereby authorized to sign all documents related to said change order.

Commissioner Miller seconded the motion.

There was no discussion.

The motion passed 2-0. **Order 544-98**

Frank Abart asked permission to give a brief event summary.

Frank Abart stated that Public Works regained power at 3:00a.m. He stated that their building did not sustain as much damage as other places in Columbia.

Frank Abart stated that he was advised of a road closing near Easley Rd due to power lines and trees on the roads.

Frank Abart stated that they would continue to remove trees and debris from roads. He stated that they hoped to have everything cleared by 3:30p.m this afternoon.

Commissioner Reports

Commissioner Stamper

Commissioner Stamper discussed the damage caused by the tornado early that morning. He stated that there were 17 people injured and no fatalities.

Commissioner Stamper stated that the storm came as a shock. He stated that the tornado was about 250-300' wide and headed on a trajectory that was southwest to northeast and hit the Southridge area, and then headed to the Lemone Industrial area.

Commissioner Stamper stated that the Boone County Fire Protectors were aiding the victims of the storm to clear items out of their house and move debris.

Commissioner Stamper stated that New Haven Elementary was used as a safehaven for the people that were stranded in the weather.

Commissioner Stamper asked Frank Abart to keep him posted as far as the event was concerned.

Commissioner Stamper stated that there would be a request by Information Technology to re-allocate some class 9 funds for a reconfiguration of the labtop in his office.

Commissioner Miller

Commissioner Miller stated the County had received a copy of the Medicare and Medicaid Cost Report that is due by the State six months after the operating license is received.

Commissioner Miller stated that Cindy Forbis had received a request to house some of the patients at Columbia Manor. She stated that Cindy Forbis stated that the Commission might want to consider doing interagency agreements for emergency purposes with all the nursing homes in the community.

Commissioner Miller stated that electricity was lost at the Boone Retirement Center for about 3 hours.

Commissioner Miller stated that the Missouri Association of Counties faxed a request that there be representation at the Highway Commission's meeting on funding for the Bridge program.

Commissioner Miller reported that she attended an all day retreat on Friday between Caring Communities (and staff in the schools), Governance Council, and the Community Partnership. She stated that she received a lot of information and thought on how people perceive things.

Commissioner Miller stated that the Information Technology subcommittee met yesterday to look at the mission and membership of the IT advisory committee. They decided that they did not have enough information to formulate these things. They decided to prepare the history of the committee and send out a survey.

Commissioner Stamper stated that this had been done before. He stated that a number of community people had been brought in to discuss this and they had decided to go with the local area network AS400 systems, etc.

Commissioner Miller stated that this needed to be done again since the County was at a new point.

Commissioner Vogt

Commissioner Vogt was absent.

Public Comment

Frank Abart stated for the public record that the telephones at Public Works were not working.

The meeting was adjourned at 10:35a.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