

TERM OF COMMISSION: March 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 Miller  
District II Commissioner Skip Elkin  
Deputy County Clerk Brian Wright

The Presiding Commissioner called the meeting to order at 1:32pm.

**Subject: Energy And Environment Commission Report**

Alyce Turner, County Representative to the City Energy and Environment Commission was present on behalf of this agenda item, and presented the following information:

The mandate of the Energy and Environment Commission (EEC) is to act as an advisory body to the City Council on energy and environment issues. In this capacity EEC has issues referred to it by the City Council, researches issues in an advisory capacity, and EEC makes some type of annual environmental report to City Council;

Work doing the last year has focused on the following:

**Metro 2020** Feedback back to City Council Written reports and letters were circulated from members of the EEC to City Council on items of concern within the document during the year + long discussion of Metro 2020 prior to passage. Also individual Commissioners testified at Metro 2020 public hearings before the Council.

Areas of concern included watershed areas, tree preservation, gated communities, signs and outdoor advertising, off-street parking, pedestrian interconnections, site access management and other's. A number of these concerns were later taken from the appendix and added to the body of the document. Others environmental issues not added back into the document were referred to Planning and Zoning Commission (2nd tier commission with staff support).

**Proposed Outdoor Lighting Ordinance**

After months of work and research from a subcommittee of EEC, the Commission distributed several memos & reports to city planning staff, city council members and the police chief on the subject of the proposed lighting ordinance.

Suggested standards focused issues like the height of city light standards (35 feet high), types of shielding used on lighted poles to reduce glare in residential neighborhoods and on major streets, and commercial advertising and gas station canopies etc.

Specifications guidelines for the proposed lighting ordinance were from a source called IESA (illuminating Engineering Society of North America) This group sets minimum standards for all applications in lighting.

Report attempted to adapt to Columbia area. The ordinance proposed ways to have adequate lighting while minimizing light pollution. Three point focus within the proposed ordinance:

1. Aesthetics - Astronomers cannot see stars. Too much sky glow.

2. Safety issue - Glare in residential neighborhoods and on streets.
3. Economic issue -- use reasonable levels of lighting and save money.

Two things important in document - all lights should be full cut-off fixtures. Retail commercial lighting beyond a recommended level is nothing more than advertising and should be taxed as signage is. Currently there are rules on how much signage a business should have -- excess lighting should not be different.

Where at with city in these discussions? Gave proposed ordinance to City in June 2000; referred to Planning Department; Planning Dept. wrote a recommendation not been dealt with by EEC. Donna Crocket asked for report from police chief - concerns about security lighting. Dick Malon report back with some concerns. City staff wrote recommendation to city. But little movement at this times. One recommendation from a Councilperson is to bring up one section at a time before the Council. Believe concerns about over-lighting are growing within Columbia community.

#### **EEC Revisions**

Should EEC have Formal Rules of Procedure like P & Z? Reduce size of Commission by dropping non-participating Board of Health and Water & Light Board Reps so that stated quorum requirements could more easily be met. Concern from group that reducing city representation could require reduction in County representation. Current ratio of City to County is (7 to 4)

Minimal staff support, no budget, no process in place to have public comment/forum.

City attorney offered opinion what rules apply to EEC. Can set our own rules.

#### **Sidewalk Width Recommendation**

Motion that EEC support an effort within City P & Z to implement the a sidewalk width policy from 4' to 5'. Concern for increased impervious surface. Consideration to increase widths in more travel areas and allow A feet in less traveled areas.

EEC Commission joined the PedNet Coalition in October 2000 in support of its goals for ail 'environmentally friendly walkable, non-motorized, rideable areas along Columbia roadway." This concept has been included in the CATSO Traffic Plan.

Recommendations/Concerns for EEC:

One of two City Commissions with County Representation. (Four County members on EEC)

Suggest County receive copies of EEC minutes.

Personnel problems within EEC have hampered work effort during the last year. EEC trying to resolve its internal problems.

Commissioner Stamper stated that:

*It was our impression it's the City/County Energy and Environment Committee.*

Commissioner Stamper hoped the partnership between the two governing bodies would continue.

#### **Subject: Authorize Presiding Commissioner to Sign the Application for Funding from the Missouri Department of Public Safety for the Narcotics Control Assistance Program**

Mary Mueller, Legal Council for the Court Administrator's Office was present on behalf on this agenda item.

Commissioner Stamper noted that the Application was originally intended to only be first-read by the Commission today. However, due to the sensitivity of timing to get the application filed, the application would be both discussed and voted.

Mary Muller stated that she was present to request the commission apply for funding from the Department of Public Safety. The funding would allow for the hiring of a new Juvenile Drug Court officer, who would supervise youths with drug abuse problems.

Mary Mueller presented the following information:

*Because of the intensive nature of the Juvenile Drug Court model, a Juvenile Drug Court officer is needed whose sole responsibilities are to provide case management services to a caseload of 30 to 50 juveniles who are assigned to Juvenile Drug Court and serve as a Juvenile Drug Court member for weekly staffings and court appearances. Duties of the Juvenile Court offices would include regular and frequent meetings with the juvenile and their families, frequent contact with school and employers, administrators of drug and alcohol testing on participants, meeting regularly with treatment providers to ensure program compliance, preparation and submission of weekly progress reports for weekly treatment team staffings.*

Mary Muller stated that the total cost of the project is \$31,994.00, with the county matching \$7,999.00. She noted that there was money available in the budget to cover the local match.

Commissioner Stamper noted this grant may or may not be awarded to the county. He also commented that the grant may or may not be necessary.

Mary Muller reported that if the grant is awarded, Legal Council for the Court Administrator's Office would return for final approval at that time.

Commissioner Miller asked about the manner in which this item was budgeted.

Mary Muller answered she did not know.

Commissioner Miller expressed concern about the manner in which the funds were found in the new budget.

Commissioner Elkin commented on the immediate due-date of the application, and noted he believe the item was needed.

Commissioner Stamper moved to authorize the application for funding from the Missouri Department of Public Safety for the Narcotics Control Assistance Program. Said motion is also Authorizing Presiding Commissioner to sign necessary documentation.

Commissioner Elkin seconded the motion.

There was no discussion.

The motion passed 3-0. **Order 99-2001**

**Subject: Public Works Department**

David Mink, Public Works Director was present on behalf on the following items.

**A. Adjust Speed Limit on Portion of St. Charles Rd. (Lema Lane east 1.41 miles to just east of the golf course)**

David Mink stated that this item was being second-read today. The adjustment was a follow-up to re-construction.

Commissioner Elkin moved to adjust the speed limit on portion of St Charles road. (Lema Lane east 1.41 miles to just east of the golf course.) from 35 miles an hour to 40 miles and hour.

Commissioner Miller seconded the motion.

There was no discussion.

The motion passed 3-0. **Order 100-2001.**

**B. Hire Above the Base of the Range- Manager of Facilities Maintenance**

David Mink stated that an application for Manger of Facilities Maintenance was created. A panel was formed to make a final decision, based on the applications received. The panel chose Ken Roberts.

David Mink stated that he had met with the Director of Public Resources, and the two had negotiated a final salary of \$40,040, annually. He noted that the salary is 5.42% above the base of the range, but the salary was still well-within the budget amount.

Commissioner Elkin asked what the start date was for the position.

David Mink stated the anticipated start date is April 2<sup>nd</sup>.

Commissioner Miller moved to authorize the hiring of an individual for the Manager of Facilities Maintenance with a starting salary of \$19.25 an hour (5.42% above the base range of pay).

Commissioner Elkin seconded the motion.

There was no discussion.

The motion passed 3-0. **Order 101-2001**

**C. Amendment to Agreement for Richland Road**

David Mink stated that there is a 12" water main that parallels the road section on Richland, causing delays. In order to speed-up the process, retaining walls should be constructed. The consultant for the project sent an amendment to the proposal of the previous contract, to include the retaining walls.

David Mink stated that he thought he had the power to sign the contract, but since it was an amendment to an already existing contract, he was unauthorized to sign.

Commissioner Stamper stated he would like to discuss what items need to go through a first reading and a second reading.

Commissioner Elkin moved to approve the amendment for Richland Road with Trabue, Hansen, and Hinshaw Inc., for the amount of \$1,325.00.

Commissioner Miller seconded the motion.

There was no discussion.

The motion passed 3-0. **Order 104-2001**

**D. Variance Recommendation for Forevergreen Drive (Forevergreen Estates)**

David Mink stated that Forevergreen Drive is a ridge-top road, that is "fairly flat". Documentation had been found, from the previous Public Works Director, giving direction to allow the road to be built without roadside ditches.

David Mink stated that he had visually inspected the site, and believed the road will drain well, without causing any problems. He noted that the Road and Bridge Advisory Committee, gave their approval the project last week.

Commissioner Stamper stated the Commission will need to advise Planning and Zoning staff to release the bond that they are holding on the road, once the recommendation is approved.

Commissioner Miller moved to approve the Variance Request for Forevergreen Drive within Forevergreen Estates.

Commissioner Elkin seconded the motion.

There was no discussion.

The motion passed 3-0. **Order 103-2001**

**E. Roadway Maintenance Acceptance Certificate for Forevergreen Drive**

Commissioner Miller moved to approve and authorize the Presiding Commissioner to sign the roadway maintenance acceptance certificate for Forevergreen Drive within Forevergreen Estates and authorizes the Planning and Zoning Inspection Department to release the bonds left on the property.

Commissioner Elkin seconded the motion.

There was no discussion.

The motion passed 3-0. **Order 102-2001**

**F. Amend Resolution for Filing of a Application with the Missouri Department of Natural Resources**

David Mink stated the application would allow the public works director to file for storm water loans or grants. Currently the applications must be completed by Commissioner Stamper.

Commissioner Miller expressed concern over the Commissioners not knowing when grants are being applied for anymore.

Commissioner Stamper stated that the resolution would only make David Mink the “contact person” when the Department of Natural Resources had any questions.

Commissioner Miller moved to approve the resolution authorizing David Mink, Public Works Director, to serve as signatory on the Missouri Department of Natural Resources application for a storm water loan or grant.

Commissioner Elkin seconded the motion

There was no discussion.

The motion passed 3-0. **Order 105-2001**

**Subject: First Reading of Budget Revision to Purchase Advance Commercial Floor Scrubber**

David Mink stated, as acting Manager of Facilities Maintenance, one of the major concerns was the floors of the County Government Center. He asked the maintenance staff to begin searching for ways to find more effective and efficient ways to answer the floor problem. Several models

of floor scrubbers were demonstrated for the maintenance staff. The model agreed on by the maintenance crew, as being the best was also the cheapest.

David Mink stated that \$2,700 would need to be transferred to fund the floor scrubber. He also informed the Commission that \$800 surplus still remained, in an account used to purchase a utility cart that, could be used in the funding of the floor scrubber.

Commissioner Stamper read a budget into the public record as follows:

*A request for transfer from 6101-86800, Emergency funds, to 6101-91300, Fixed assets in the amount of \$2,700, for the purposes of additional funds to purchase Advance commercial floor scrubber and accessories to maintain floors in Government Center.*

Commissioner Stamper stated that this budget revision would be returned to the Tuesday agenda for authorization.

Commissioner Elkin asked when the grater would be ready.

David Mink stated that they were probably at the dealer already, and would be delivered soon.

**Subject: Approval of 2001 Community/Social Service and/or Homemaker/Personal Care Agreements**

Commissioner Stamper stated that these Agreements were read into the public record on Tuesday, March 6<sup>th</sup>.

Commissioner Miller moved to approve and authorize the Presiding Commissioner to sign the 2001 Community/Social and/or Homemaker/Personal Care Agreements.

<b>AGENCY</b>	<b>AMOUNT</b>
Mid MO Legal Services (Break the Cycle of Violence)	\$5,130.00
Mid MO Legal Services (Break the Cycle of Abuse for the Working Poor)	\$1,500.00
Central MO Food Bank	\$10,000.00
Big Brothers/Big Sisters	\$3,000.00
Comprehensive Human Services	\$2,000.00
Voluntary Action Center	\$2,000.00
Reality House	\$17,485.00
Cedar Creek Therapeutic Riding Center	\$1,000.00
Oats, Inc.	\$8,000.00
Humane Society	\$9680.00
Boone County Council on Aging	\$12,500.00
Eldercare	\$2,000.00

Rainbow House	\$7,000.00
Harrisburg PreSchool & Daycare	\$12,750.00
Mid-MO Coalition on Adolescent Concerns Inc.	\$1,635.00
Centralia Chamber of Commerce	\$5,000.00

Commissioner Elkin seconded the motion.

There was no discussion.

The motion passed 3-0. **Order 106-2001**

**Subject: Approve Disposal of Fixed Assets**

Commissioner Stamper stated that June Pitchford, County Auditor delivered a report Tuesday for the reconciliation of property tag numbers on items that could no longer be located. This approval would bring the records into a current format.

Commissioner Miller recommended that a memo be sent out that when something breaks, or is unusable, that the property tag is at least reconciled with the auditor's office, to avoid this matter in the future.

Commissioner Stamper agreed.

Commissioner Miller moved to approve the disposal of fixed assets, and authorize the Presiding Commissioner to sign the attached documentation.

Commissioner Elkin seconded the motion.

There was no discussion.

The motion passed 3-0. **Order 107-2001**

**Subject: Approve and Authorize the Presiding Commissioner to sign a Grant Application for the Missouri Local Records Grants Programs**

Wendy S. Noren, County Clerk, was present on behalf of this agenda item.

Wendy Noren stated that two years ago the Missouri Local Records Grant Program approved half of the Clerk's grant request. When the second half of the grant was needed, a new approval would need to be submitted. The money would cover about \$14,000 worth of microfilming on the Sheriff's records, and \$2,000 for the County Collector's records.

Commissioner Stamper asked when the application was due.

Wendy Noren stated that it is due tomorrow.

Wendy Noren stated that the company doing the microfilming for the Clerk delayed the application, because it checks all the microfilm it creates.

Commissioner Stamper stated that due to a lack of policy on double readings, the Commission would be waiving the double reading on this item, in order to meet the application deadline.

Commissioner Elkin moved to approve and authorize the Presiding Commissioner to sign a grant application with the Missouri Local Records Grant Program for microfilming of permanent records from the County Collector's office and Sheriff's Department.

Commissioner Miller seconded the motion.

There was no discussion.

The motion passed 3-0. **Order 108-2001**

**Subject: First Reading of Agreements**

**A. Soil and Water Conservation Service Agreement**

Commissioner Miller noted that the group provided a valuable service.

Commissioner Stamper stated that this is the first reading of the agreement and that the listing of the entity was noted on the public agenda. He stated the agreement would be brought back to the Tuesday agenda for approval.

**B. City of Columbia E911 employee**

Commissioner Stamper stated the following:

*The County provides funding to the City of the Columbia in support of the Emergency 911 tax. The funding provided for a ¾ time JCI position in addition to a variety of direct supports. This agreement is a continuation of that contract.*

Commissioner Stamper stated that this is the first reading of the agreement and that the listing of the entity was noted on the public agenda. He stated the agreement would be brought back to the Tuesday agenda for approval.

**Subject: Commissioner Reports**

*Commissioner Stamper*

*Report on Community Partnership meeting held on February 27, 2001*

Commissioner Stamper stated that he attended the Community Partnership meeting, and he approved of the administrative structure of the Partnership. An audit report, as well as several reports delivered by members of the community were discussed and approved. Commissioner Stamper noted that he believed the Partnership had worked out many of the details that would allow it to operate at peak effectiveness.

*Report on County Share of State Highway User Taxes*

Commissioner Stamper noted that Boone County gets almost \$1.65 million of the state's highway user taxes. He also acknowledged several other counties on the list, and the amounts they receive.

Commissioner Miller noted that the Highway Department takes the money in, but it required to give some of that money back to the counties and cities, based on voter initiatives. She also wished to recognize that the money was coming back to the community.

Commissioner Elkin asked if the list included money also given to the municipalities.

Commissioner Stamper stated that he wasn't sure, but would look into the matter.

*Commissioner Miller*

Commissioner Miller did not give reports.

*Commissioner Elkin*

Commissioner Elkin stated that the Purchasing Department has in their budget an opening for a part-time administrative assistant. Due to limited space, in the Johnson Building, Commissioner Elkin was interested in utilizing one of the rooms, currently being used as a records-storage space, as a temporary cubicle.

Commissioner Elkin noted that he would get in touch with Wendy Noren, Boone County Clerk, to discuss the matter.

Commissioner Miller stated that some of the space Commissioner Elkin spoke of was also being used to store supplies. She noted the possibility of the supplies being sold-off, if they were not being used.

Commissioner Elkin asked if the grant Wendy Noren was applying for, concerning the microfilming of old records, would effect any of the space in the Johnson Building.

Commissioner Stamper stated that it would only help to a small degree.  
Commissioner Elkin asked if that was the only space the county had to store records.

Commissioner Stamper stated there was also space at the north facility, however the space was not desirable.

Commissioner Stamper stated that Vicki Riback Wilson was awarded the Athena award today, and wished to congratulate her on her achievement.

There was no public comment.

The meeting adjourned at 2:25pm.

Attest:

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Wendy S. Noren  
Clerk of the County Commission

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Don Stamper  
Presiding Commissioner

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Karen M. Miller  
District I Commissioner

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Skip Elkin  
District II Commissioner