

TERM OF COMMISSION: February 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 M. Miller  
 District II Commissioner Skip Elkin  
 Deputy County Clerk Shawna Victor

The meeting was called to order at 1:38 p.m.

**Subject: Central Missouri Counties Human Development Corporation – First Reading of Revision for Combining Voucher and Certificate Program for HUD Section 8**

Anita Sanderson and Barbara Johnson from Central Missouri Counties Human Development Corporation were present on behalf of this item.

Anita Sanderson stated HUD has combined the voucher program and the certificate program. Previously, there were separate budgets for the voucher program and the certificate program. Since the programs have been combined, they are called Vouchers and there are no certificates anymore. It is a matter of formality.

Commissioner Stamper 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 – Second Reading and Public Hearing of Budget Amendment**

Commissioner Elkin moved to approve the following budget amendment:

Department Account and Title	Amount Increase
1255-23050: Other Supplies (Keefe Commissary)	\$7,320
1255-03830: Revenue (Keefe Commissary)	\$7,320

Said budget amendment is to increase the budget for the Keefe Commissary expenditure and revenue to reflect the actual cost.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 58-2002**

**Subject: Purchasing Department**

Melinda Bobbitt, Purchasing Department Director, was present on behalf of these items.

**A. Second Reading and Award of Bid MM32 (Aerial Photography)**

Melinda Bobbitt stated this is a second reading and the recommendation for award is to Surdex Corporation for having the lowest and best bid meeting the minimum specifications. The total cost of the project is \$129,190.00 to be paid out of organization 2010 account 71100.

Commissioner Elkin moved to award bid MM32 for Digital Orthophoto Base Maps, Planimetric and Topographic Mapping to Surdex Corporation.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 59-2002**

**B. First Reading of Amendment to Verizon Local Telephone Service**

Melinda Bobbitt stated this is an amendment to the County's contract for our local telephone service with GTE Midwest Incorporated, DBA Verizon Midwest. This amendment simply corrects our primary address to 705 E. Walnut Street and adds "All Customer locations located in Boone County, Missouri".

The agreement does not change our rates of \$8.80 per line, nor the terms and conditions of the original agreement. The contract term will run through August 31, 2003.

Commissioner Stamper 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.

**C. First Reading of Bid 03-23JAN02 (Time Clock)**

Melinda Bobbitt stated on December 21, 2001 the Purchasing Department received a request from the Public Works department to issue a Bid for the Furnishing, Delivery, Installation and Training for a Time Clock. The Bid was issued on January 2, 2002.

The Bid closed on January 23, 2002. One bid was received from Accutime Corporation. Upon completion of the bid evaluation, Public Works and Purchasing recommend award

to Accutime Corporation of St. Louis, Missouri. Public Works' budget amount for the time clock was \$10,000. The cost of the contract to Accutime Corporation is \$7,165.80.

Commissioner Miller asked what this time clock does that other time clocks do not do. David Mink, Public Works Director, stated this is a time management system. There would be a bar-coded card the employees would scan and the information would go directly into Elaine Goodwin's computer. The hope is to reduce the amount of time spent on payroll. Currently, eight hours can be spent on payroll.

Commissioner Stamper 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.

**D. First Reading of Bid 05-23JAN02 (Emergency Electrical Services Term and Supply)**

Melinda Bobbitt stated the bid for Emergency Electrical Services Term and Supply was issued on January 8, 2002 and closed on January 23, 2002. One bid was received from Meyer Electric Company. Upon completion of the bid evaluation, Public Works and Purchasing recommend award to Meyer Electric Company.

The contract will run through December 31, 2002, with two, one-year renewals. There are no requisitions for this bid, as this is a Term and Supply contract.

Commissioner Stamper 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.

**E. First Reading of Bid 06-23JAN02 (Emergency HVAC Services Term and Supply)**

Melinda Bobbitt stated the bid for Emergency HVAC Term and Supply was issued on January 16, 2002 and closed on January 23, 2002. Seven bids were received. Upon the completion of the bid evaluation, Facilities Maintenance and Purchasing recommend award as follows for the lowest and best bids in the following order:

Primary Supplier: J. Louis Crum Corporation  
Secondary Supplier: Drummond Mechanical Contractors  
Tertiary Supplier: Fisher Environmental Controls, Inc.

The contract will run through December 31, 2002, with two, one-year renewals. There are no requisitions for this bid, as this is a Term and Supply contract.

Commissioner Stamper 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.

**F. First Reading of Bid 07-23JAN02 (Emergency Plumbing Services Term and Supply)**

Melinda Bobbitt stated the bid for Emergency Services Term and Supply was issued on January 8, 2002 and closed on January 23, 2002. Four bids were received. Upon the completion of the bid evaluation, Facilities Maintenance and Purchasing recommend award as follows for the lowest and best bids in the following order:

Primary Supplier: Master Tech Plumbing  
Secondary Supplier: J. Louis Crum Corporation  
Tertiary Supplier: Drummond Mechanical Contractors

The contract will run through December 31, 2002, with two, one-year renewals. There are no requisitions for this bid, as this is a Term and Supply contract.

Commissioner Stamper 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.

**G. First Reading of Bid 04-31JAN02 (Academy Road)**

Melinda Bobbitt stated she and the Public Works Department have reviewed the above referenced bid and recommend award to Steve and Associates for having the lowest and best bid meeting the minimum specifications. By incorporating the alternate bid, total cost of the project is \$714,202.07 to be paid out of organization 2045 account 71100. The total amount budgeted for this project was \$750,000.00. The purchase requisition reflects a 5% contingency.

Commissioner Stamper asked if anyone was familiar with the work of Steve and Associates. John Watkins, Public Works Project Development Manager, stated Steve and Associates did a project for the City of Columbia and are currently working on a project in Cole County.

Commissioner Elkin asked about the alternate, are they going to go with a metal arched structure. Mr. Watkins stated there would be an arched structure. The alternate structure was to remove concrete pipes.

Commissioner Stamper 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.

**Subject: Public Works**

**A. Second Reading and Approval of Change Order #1 (Molly Lane Extension)**

Commissioner Miller moved to approve Change Order #1 for Molly Lane Extension in the amount of \$1,758.72.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 60-2002**

**B. First Reading of Adopt-A-Roadway**

David Mink, Public Works Director, was present on behalf of this item.

David Mink stated the department received a request from Richard Shanker, representative of The Horses of Gans, to adopt the portion of Gans Road from Rock Quarry Road east to Gans Creek Road, the new portion just completed.

Commissioner Stamper 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: Second Reading and Approval of Contracts**

Commissioner Miller moved to approve the following contracts between the County of Boone and the listed agency:

AGENCY	CONTRACT AMOUNT
Mid-Missouri Legal Services	\$6,000
Cedar Creek Therapeutic Riding Center	\$1,000
Boys Town of Missouri, Inc	\$2,000
Big Brothers/Big Sisters	\$2,000
Voluntary Action Center	\$2,500
Reality House Incorporated	\$13,000
Boone County Resource Mothers Program	\$1,000
Boone County Council on Aging	\$7,500
Individual Care Management	\$5,000
The Curators of the University of Missouri on behalf of the Eldercare Center	\$2,000
Harrisburg Preschool and Daycare, Inc	\$12,750
Central Missouri Food Bank Pantry	\$12,500
Rainbow House – Clinical Services	\$1,000

Rainbow House – Crisis Care for Children	\$1,500
Rainbow House – Emergency Shelter Care for Children	\$4,500
OATS, Incorporated	\$8,000

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 61-2002**

**Subject: First Reading and Approval of Contracts**

Commissioner Stamper listed the following contracts as being first read:

- E-911 Emergency Telephone
- Health Department
- Animal Control
- Boone County Historical Society
- Centralia Chamber of Commerce
- Central Missouri Humane Society
- Boone County Soil and Water Conservation District
- Show-Me State Games

Commissioner Stamper requested the Health Department contract be first read but held until notice is given for a second reading.

Commissioner Stamper 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: Planning and Building Inspections – Second Reading to Accept Easements (Sewer District)**

Commissioner Elkin stated this item was discussed during a recent WorkSession. This is a sewer easement located in Lake Caroline Estates and is a standard sewer easement.

Commissioner Miller asked if John Patton, County Counsel, had signed off on the easements. Commissioner Elkin stated he would check to see if Mr. Patton had reviewed this easement. He requested this item be tabled until Mr. Patton does review this.

**Subject: Authorize a Closed Session**

Commissioner Miller moved to authorize a closed session on Thursday, February 14, 2002

immediately following the regularly scheduled Commission Meeting in the Commission Chambers of the Roger B. Wilson Boone County Government Center as authorized by Section 610.021 (2) RSMo, to discuss the leasing, purchase or sale of real estate by a public governmental body where public knowledge of the transaction might adversely affect the legal consideration therefor.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 62-2002**

### **Commissioner Reports**

#### *Commissioner Stamper*

##### *Jail Visitors Report on January 23, 2002*

Commissioner Stamper noted the Commission had received the Jail Visitors Report that was issued on January 23, 2002. A copy of this has been forwarded to Facilities Maintenance.

##### *Missouri Department of Economic Development*

Commissioner Stamper stated he had approved a request for Neighborhood Assistance Program (NAP) credits for the Senior Services of Boone County.

##### *Boone Electric Cooperative C.A.S.H Program*

Commissioner Stamper noted the Boone Electric Cooperative C.A.S.H Program had a balance at the beginning of January 2002 of \$69,723.06, donations during January were \$2,680.65 and disbursements were \$2,938.17. The balance at the end of January was \$69,465.54.

The H.E.L.P. Program had a beginning balance for January 2002 of \$17,411.56, donations during January were \$2,077.10 and disbursements were \$693.93.

#### *Commissioner Miller*

##### *Public Works*

Commissioner Miller stated she met with David Mink last week and they discussed the issues he would be bringing forward to the Commission in the future. One item Mr. Mink is reviewing is the Snow Removal Contracts and the way vendors are compensated. Other

Public Works issues are:

- Roadway Regulations Chapter II has been scheduled for a first reading on February 14. Senate Bill 369, right-of-way issues, has been incorporated into the Roadway Regulations Chapter II.
- The Public Works Department is getting ready for paving in the spring of Dee Woods Road.
- The Superintendent position is in the process of interviews.
- Review the Traffic Policy Manual
- Begin a Conditions Study of bridges under 20 feet

She received an update on all on-going project. The Shared Road Agreement with the City of Columbia has been forwarded to John Patton and then to the City of their attorney’s review. The same format will be used for other cities. Most 2001 projects are being finalized. There was also a Facilities Maintenance project update.

*County Commissioner Training*

Commissioner Miller stated this is one of the best training sessions she has been to. All the Commissioners went to the State Capitol and Roger Wilson was a trainer on how to get a billed passed through the legislator. Former Commissioners who are currently State Representatives discussed the best time to get a hold of a representative or senator. There was GIS discussion and the Senate Bill 369 Right-of-Way training.

Commissioner Elkin stated he enjoyed the round table discussions.

*Commissioner Elkin*

None to report at this time.

There was no public comment.

The meeting was adjourned at 2:07 p.m.

Attest:

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Don Stamper  
Presiding Commissioner

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Wendy S. Noren  
Clerk of the County Commission

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Karen M. Miller  
District I Commissioner



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Skip Elkin  
District II Commissioner