

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 II Commissioner Skip Elkin
Deputy County Clerk Shawna Victor
County Counsel John Patton

The meeting was called to order at 1:35 p.m.

Subject: Sheriff's Department – Presentation of 2001 Statistics for Jail Operations

Major Warren Brewer was present on behalf of this item.

Major Warren Brewer presented the Corrections Statistical Report for 2001 and it was submitted to the Public Record.

Major Brewer stated the number of inmates and total cost has stayed consistent since 1992. Since 1994, statistics have been kept on the mileage and number of WRITs and transports. The increase in 2001 over 2000, the amount of WRITs continued to increase and the number of hours devoted to that function only and the increase in miles for that function.

A WRIT is a court order to bring back an individual from another jurisdiction to take care of a portion of a pending case in this jurisdiction, regardless if they are in another county's custody or another state department of corrections facility. The orders have to be complied with whether they are felony or misdemeanor charges.

Commissioner Stamper asked if the 1,242 was the number of employees handling WRITs or the number of hours spent by the employees on WRITs. Major Brewer stated the 1,242 is the actual number of people who are working on WRITs.

Commissioner Stamper asked if the Commission would be receiving monthly reports as they have in the past. Major Brewer stated the department intends to keep the Commission up to date for their benefit.

Commissioner Stamper noted the Commission has made their appointments to the Judicial Law Enforcement Task Force and they will try to convene them in March.

Subject: Purchasing Department

Marlene Ridgeway, Purchasing Department Buyer, was present on behalf of these items.

A. Second Reading and Award of Bid 09-06FEB02 (Janitorial Paper Products Term and Supply)

Marlene Ridgeway stated the recommendation for award is to City Wide Chemical.

Commissioner Stamper moved to award bid 09-06FEB02 for Janitorial Paper Products Term and Supply to City Wide Chemical.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 93-2002**

B. Second Reading and Award of Second Award of Bid 35-03JUL01 (Shop Fluids and Petroleum Products Term and Supply)

Marlene Ridgeway stated this is a recommendation to award line item 4.7.17 to Luebbering Oil for Castrol Synthetic Transmission Oil.

Commissioner Elkin moved to award bid 35-03JUL01 for Shop Fluids and Petroleum Products Term and Supply for line item 4.7.17 to Luebbering Oil Company.

Commissioner Stamper seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 94-2002**

C. Second Reading and Award of Bid 72-26DEC01 (Service Utility Trucks)

Marlene Ridgeway stated this is a recommendation for award to Tom Boland Ford. The contract price is \$109,481.00.

Commissioner Elkin moved to rescind Commission Order 37-2002 and reaward said bid to Tom Boland Ford.

Commissioner Stamper seconded the motion.

Commissioner Stamper noted the reason for reawarding this bid is that the original vendor could not meet the specifications.

There was no further discussion and no public comment.

The motion passed 2-0. **Order 95-2002**

D. First Reading of Request for Disposal of Surplus

Marlene Ridgeway stated she and the Facilities Maintenance Department are requesting the disposal of three (3) Sola 3.0 KVA power supplies that were purchased as part of the jail addition project. These power supplies have been replaced this year and it is recommended it would be in the best interest of the County to approve disposal through the Kemper Auction.

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.

E. First Reading of Bid 10-11FEB02 (2002 Model Year Trucks and SUVs)

Marlene Ridgeway stated the Planning and Zoning and Public Works Departments have reviewed the responses for the above referenced bid and recommend the following:

For Vehicles #1: The recommendation for award for the Public Works Department for a 2002 GMC Sierra XT Cab 4wd including all alternates and optional items to Albert Buick Honda GMC for a total price including a trade-in of \$17,896.00. The original budgeted amount was \$28,000.00 in organization 2040 account 92400.

It is also recommended for the Planning and Zoning Department for a 2002 GMC Sierra XT Cab 4wd including all alternates and optional items to Albert Buick Honda GMC for a total price including a trade-in of \$16,196.00. The original budgeted amount was \$24,800.00.

Vehicle #2 will not be awarded at this time. It was originally written for the Planning and Zoning Department but after reviewing the bids submitted, Vehicle #1 best suited their needs at a better value to the County.

Vehicles #3: The recommendation is to award the base bid for the Public Works Department to Putnam Chevrolet for two (2) Chevrolet Blazers and alternates 4.9.4.2 and 4.9.4.3 including trade-in for a total cost of \$42,808.00 to be paid out of department 2045 account 91400. The amount budgeted for these is \$40,000.00 so there is a need of approval of a budget revision.

It is also requested the disposal of the following vehicles as trade-ins:

- 1994 Ford Pickup VIN 1FTCRRR1OU9RUC96511 Fixed Asset Tag #8686
- 1996 F250 Pickup VIN 1FTHF26GOTEA90212 Fixed Asset Tag #10813
- 1999 Ford F150 4x4 Pickup VIN 1FTRF18W2XNC32021 Fixed Asset Tag #11979

Commissioner Stamper asked what vehicle #2 was. Mrs. Ridgeway stated it was 4wd extended cab long bed. After reviewing the bid responses, Public Works decided vehicle #1 (a 4wd extended cab short bed) felt that this vehicle plus the alternates and options would best suit their needs.

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 of bid, approval of disposal request and budget revision.

F. First Reading of Bid 11-11FEB02 (Pushblades)

Marlene Ridgeway stated she and the Public Works Department have reviewed the above referenced bid and recommend rejecting the bid from Henke Manufacturing for not meeting the minimum weight and cutting edges as set for the bid. It is further recommended to award to GM Supply Company, Inc for having the lowest and best bid meeting the minimum specifications. The total cost is \$7,430.00 to be paid out of organization 2040 account 91300. The amount budgeted for this purchase was \$16,000.00.

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 12-15FEB02 (2002 Full Size Vehicles)

Marlene Ridgeway stated she and Family Court Services have reviewed the responses from the above referenced bid. It is recommended to reject the bid from Tom Boland Ford and Albert Buick Honda GMC since they did not meet the minimum specifications as set forth in the bid. It is recommended to award to the next lowest bid and all add alternates to Putnam Chevrolet for a 2002 Chevrolet Impala. The total cost of the contract including the trade-in is \$13,969.00. The total budgeted amount for this acquisition is \$16,250.00.

Also, at this time, they are requesting the disposal through trade-in of a 1996 Ford Taurus, fixed asset tag 10408.

Commissioner Stamper asked why the bids from Tom Boland and Albert were rejected. Mrs. Ridgeway stated the engine size did not meet the specifications for the Ford Taurus and she could not remember the reason for rejecting the bid from Albert. She would have this information to the Commissioners before the 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 award and authorize the disposal.

H. First Reading to Rescind CO59-2002 and Reaward bid MM32 (Aerial Photography)

Marlene Ridgeway stated the Purchasing Department is requesting to rescind commission order number 59-2002. The original bid was to Surdex Corporation for Option 4 phase 1 for the contract price of \$129,190.00. We are requesting to reaward this contract to reflect an addition of the add alternates for Ground Control for \$4,920.00 and the Digital File Format for \$1,580.00. This would make a total contract cost of \$135,690.00.

By adding these alternate we are still well within the budgeted amount for this project.

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 to rescind the original commission order and reaward bid.

Subject: Public Works – First Reading of Variety of General Consultant Services Agreements

David Nichols, Design and Construction Manager, was present on behalf of this item.

- A. Harrington and Cortelyou, Inc**
- B. Engineering Surveys and Services, Inc**
- C. The Louis Berger Group, Inc**
- D. A Civil Group**
- E. Brush and Associate**
- F. Allstate Consultants**
- G. Shafer, Kline, and Warren**
- H. Trabue, Hansen, and Hinshaw, Inc**
- I. EFK Moen, LLC**
- J. Peopping, Stone, Bach, and Associates, Inc**
- K. Devine DeFlon Yaeger, Inc**
- L. Smith and Company Engineers**
- M. Bucher, Willis and Ratliff Corp**

David Nichols stated these are annual consultant service agreements. The department enters into contracts with consultants available to do work for the County. There are four new consultants this year. He noted the general liability insurance has been increased to \$2 million from \$500,000 per the request of MARCIT.

John Patton, County Counsel, stated legislation increased the general public liability amounts one year ago and MARCIT wants the County to carry the coverage up to the amounts.

Commissioner Stamper stated this is a first reading of the contracts and requested the Deputy County Clerk to schedule these for a second reading at the next available meeting with an appropriate order for approval.

Subject: Human Resources – Second Reading and Approval of Pay Range Recommendation for Help Desk Technician (IT Department)

Commissioner Elkin moved to approve the recommendation from the Public Sector Personnel Consultant of pay range 31 for Help Desk Technician in the Information Technology Department.

Commissioner Stamper seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 96-2002**

Subject: Recorder’s Office – Second Reading and Approval of Budget Revision

Commissioner Elkin moved to approve the following budget revision:

DEPARTMENT ACCOUNT AND TITLE	AMOUNT DECREASE	AMOUNT INCREASE
1160-23020: Microfilm		\$10,450.00
1160-372200: Travel	\$230.00	
1160-48000: Telephones	\$40.00	
1160-60050: Equipment Service Contracts	\$1,320.00	
1160-71600: Equipment Lease	\$1,320.00	
1123-86800: Emergency	\$7,540.00	

Said budget revision is to cover microfilm shortfall.

Commissioner Stamper seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 97-2002**

Subject: First Reading of Legal Services Cooperative Agreement with Boone County Regional Sewer District

John Patton stated this is just to formalize on-going legal services. He performs the legal

services for the Sewer District.

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: Authorization to Use Courthouse Grounds

A. Visual, Performing and Literary Arts Festival

Commissioner Stamper moved to authorize the use of the Courthouse Grounds for Visual, Performing and Literary Arts Festival from Friday September 27, 2002 at 4:00 p.m. to Sunday, September 29, 2002 at 8:00 p.m.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 98-2002**

B. St. Patrick's Day 5K Run

Commissioner Elkin moved to authorize the use of the Courthouse Grounds for the St. Patrick's Day 5K Run on March 16, 2002 from 6:00 a.m. to 12:00 p.m.

Commissioner Stamper seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 99-2002**

Subject: Appointments to Boards of Commissions

A. Boone County Community Services Advisory Commission

Commissioner Elkin moved to reappoint Lisa Weaver Scribner to the Boone County Community Services Advisory Commission for a term that will expire December 31, 2005.

Commissioner Stamper seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 100-2002**

B. On-Site Wastewater Review Board

Commissioner Elkin moved to reappoint David A. Bennett to the On-Site Wastewater Review Board for a term that will expire on January 31, 2005.

Commissioner Stamper seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 101-2002**

C. Planning and Zoning Commission

Commissioner Elkin moved to reappoint Mary Sloan to the Planning and Zoning Commission for a term that will expire on January 31, 2006.

Commissioner Stamper seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 102-2002**

Subject: Authorize a Closed Session

Commissioner Stamper moved to authorize a closed session on Thursday, March 7, 2002 at 11:30 a.m. 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, purchasing 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 2-0. **Order 103-2002**

Commissioner Reports

Commissioner Stamper

Public Safety Joint Communications Committee

Commissioner Stamper stated he attended a meeting of the Public Safety Joint

Communications Committee that was held on February 20, 2002 at University Hospital and Clinics. There were many items discussed at the meeting such as Medical Priority Dispatching and Wireless 911 call under E911 financial collection. There was an update on the use of the JCIC frequency and general rules for the organizations, which have been modified and agreed to. Jim McNabb gave an update on usage statistics of JCIC.

Notice of Voluntary Annexation

Commissioner Stamper noted the County has been notified of a voluntary annexation of 0.98 acres owned by Richard and Melissa Walls, located on the south side of W. State Route K, approximately 350 feet east of the intersection of W. State Route K and Old Village Road, 800 W. State Route K.

Commissioner Elkin

Boone Retirement Center

Commissioner Elkin stated he attended the meeting on February 27, 2002. There is a timeline for the completion of the facility and are hoping to be out of the old building by June 11, 2002. They are at full capacity.

Boone County Fairgrounds

Commissioner Elkin stated they are at the point of giving an update on the Fairgrounds. There has been discussion with a variety of groups and activities. What Commissioner Elkin has presented are tentative plans for the Fairgrounds. It is their intent to keep the Boone County Fair and all other current activities going at the Fairgrounds. The goal is to maximize the use of the space available.

Commissioner Stamper stated this would be a phased effort and they are working on a master plan. He thanked Nick Peckham for donating his time on this project.

There was no public comment.

The meeting was adjourned at 2:06 p.m.

Attest:

Don Stamper
Presiding Commissioner

Wendy S. Noren
Clerk of the County Commission

Karen M. Miller
District I Commissioner

Skip Elkin
District II Commissioner