

TERM OF COMMISSION: July Session of the July Adjourned Term

PLACE OF MEETING: Roger B. Wilson Boone County Government Center
Commission Chambers

PRESENT WERE: District I Commissioner Karen M. Miller
District II Commissioner Skip Elkin
Deputy County Clerk Shawna Victor

The meeting was called to order at 9:30 a.m. Commissioner Miller acted as Presiding Commissioner in the absence of Commissioner Schnarre.

Subject: Summers Lane Neighborhood Improvement District - Notice to Proceed with Neighborhood Improvement District

Commissioner Miller stated the Commission just conducted a public hearing for this Neighborhood Improvement District. There was no public that attended the hearing. The majority of the landowners have signed the petition.

Commissioner Elkin moved to establish:

AN ORDER ORDERING PROJECT NUMBER 9643, SUMMERS LANE NEIGHBORHOOD IMPROVEMENT DISTRICT IMPROVEMENTS TO BE MADE AND AUTHORIZING THE COUNTY COMMISSION OF BOONE COUNTY, MISSOURI, TO OBTAIN FINANCING, REIMBURSE ITSELF AND RECORD WITH RECORDER OF DEEDS.

WHEREAS, pursuant to Sections 67.453 to 67.475, inclusive, RSMo, named the Neighborhood Improvement District Act (the "Act"), the County Commission of Boone County, Missouri has heretofore determined that Summers Lane Neighborhood Improvement District Project number 9643 to be advisable and ordered plans and specifications for the Project to be prepared by Commission Order 262-2004; and

WHEREAS, plans and specifications for said Project, including the estimated cost, were submitted to the County Commission, an assessment roll was prepared and, pursuant to notice duly given, a hearing was held on the proposed improvements and assessments:

NOW, THEREFORE, BE IT ORDERED BY THE COUNTY COMMISSION OF BOONE COUNTY, MISSOURI:

Section 1. The plans and specifications for the Summers Lane Neighborhood Improvement District Project, Project Number 9643, providing for an estimate cost of \$73,266.00 will be assessed against property benefited by the improvements, are hereby determined to be final and complete and the improvements described therein are ordered to be made.

Section 2. The County of Boone expects to make expenditures on and after the date of passage of this Order in connection with the Project, and the County of Boone

intends to reimburse itself for such expenditures with the proceeds of notes or bonds of the County of Boone. The maximum principal amount of notes or bonds expected to be issued for the Project is \$92,000.00.

Section 3. The County of Boone hereby authorizes the Treasurer to issue temporary notes pursuant to the Act to finance the costs of the Project until the Project is completed and final costs are determined for the purpose of making assessments against the owners of property within the district.

Section 4. This Order and the proposed assessment roll for the Project, a copy of which is attached hereto as **Exhibit A**, is ordered and directed to be filed by the Clerk of Boone County, in the real estate records of the Recorder of Deeds of Boone County, Missouri.

Section 5. This Order shall be in full force and effect from and after its passage.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 277-2004**

Subject: Purchasing Department

Alice Winkelman, Purchasing Department Director, was present on behalf of these items.

A. Second Reading and Award of Bid 37-22JUN04 (Tandem Axle Dump Truck)

Alice Winkelman stated Purchasing and the Public Work's department recommend award to Scheppers Motor Co., the only bid response received. The contract for \$121,422 will be paid out of department 2040 - PW Maintenance Operations, account numbers 92300 – Replacement of Auto & Truck, and 92400 - Replacement of Machinery & Equipment. The original budget is for \$138,500.

The Purchasing Department requests approval for trade-in of the following:

- One (1) 1994 International 4900 Truck, Serial #HTSDAAN2SH655720
- One (1) 1994 Larson L510 Dry Material Spreader, Serial #101194, ID #3112
- One (1) 1995 Good Roads Plow, Serial #58791, ID #3001
- One (1) 1991 Good Roads Plow, Serial #58792, ID #3015
- One (1) 1991 Good Roads Plow, ID #3002

Ms. Winkelman noted the department contacted the vendors that did not submit a bid. The majority of the vendors informed her that the bid specifications are written so narrowly toward one brand that they felt they did not have the equipment to meet the specifications.

Commissioner Miller stated this is something the department will have to pay more

attention to and this is not the intent of the County Commission.

There was no further discussion.

Commissioner Elkin moved to award bid 37-22JUN04 for a Tandem Axle Dump Truck to Scheppers Motor Company. The County Commission of the County of Boone does hereby authorize the disposal of the following:

- One (1) 1994 International 4900 Truck, Serial #HTSDAAN2SH655720
- One (1) 1994 Larson L510 Dry Material Spreader, Serial #101194, ID #3112
- One (1) 1995 Good Roads Plow, Serial #58791, ID #3001
- One (1) 1991 Good Roads Plow, Serial #58792, ID #3015
- One (1) 1991 Good Roads Plow, ID #3002

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 278-2004**

B. Second Reading and Award of Bid 43-24JUN04 (Utility Dump Salt Spreaders and Snow Plows)

Alice Winkelman stated Purchasing and the Public Work's department recommend award to Knapheide Truck Equipment, the only bid response received. The contract for \$20,495.00 will be paid out of department 2040 – Public Works Maintenance Operations, account number 91300 – Machinery & Equipment. The original budget is for \$18,000.

Commissioner Elkin moved to award bid 43-24JUN04 for Utility Dump Salt Spreaders and Snow Plows to Knapheide Truck Equipment.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 279-2004**

C. Second Reading and Public Hearing for Award of Bid 04-09MAR04 (GIS and Subwatershed Sensitivity Analysis for the Bonne Femme Watershed) and Budget Amendment

Bill Florea, County Planner, was present on behalf of this item.

Alice Winkelman stated the Request for Proposal for the GIS and Subwatershed

Sensitivity Analysis for the Bonne Femme Watershed closed on March 9, 2004. Three proposal responses were received. The evaluation committee recommends award to Applied Ecological Services. Total contract price of \$70,380 will be paid from department 1750 – Bonne Femme Creek Watershed, account 71100 – Outside Services.

Bill Florea stated it was initially anticipated this would be a four year contract. In developing the RFP, they realized they could condense this into one year.

Commissioner Miller opened the floor for a public hearing for the budget amendment.

There was no one wishing to speak.

Commissioner Miller closed the public hearing.

Commissioner Elkin moved to award bid 04-09MAR04 for GIS and Subwatershed Sensitivity Analysis for the Bonne Femme Watershed to Applied Ecological Services. It is further ordered that the Acting Presiding Commissioner to sign said contract. The County Commission of the County of Boone does hereby approve the following budget amendment:

DEPARTMENT ACCOUNT AND TITLE	AMOUNT INCREASE
1750-03411: Bonne Femme Creek Watershed: Federal Grant Reimbursement	\$15,090.00
1750-71100: Bonne Femme Creek Watershed: Outside Services	\$15,090.00

Said budget amendment is to condense a four year contract period into one year.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 280-2004**

D. First Reading of Request to Cancel Contract MM31 (Long Distance Telephone Service)

Alice Winkelman stated Purchasing requests approval from the commission to exercise our option to cancel the Long Distance Telephone Service contract per paragraph 7a of the Contract Agreement for failure to provide an Account Representative as detailed in section 2.6, page 12 of the original bid. After making multiple requests this past year for an

account representative, the department was told by one of the “multiple” customer service representatives that they were absolutely not going to be assigning a specific customer service representative to our account. Without an assigned customer service representative, we found follow-up to all of our numerous problems to be impossible to obtain. In addition, since the beginning of this contract, their customer service representatives had us switch back and forth between pic codes 0725 and 0555. We cannot continue to have these disruptions in our service.

The last effective date of this contract will be August 31, 2004.

Commissioner Elkin stated the Purchasing Department has spent numerous hours on the long distance service. He agrees with this recommendation.

Commissioner Miller asked what was going to be done for long distance service. Ms. Winkelman stated the department is putting out a new bid for this. The current service will not be cancelled until the new contract is in place.

There was no further discussion on this item.

Commissioner Miller 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 Request to Cancel Contract 19-18MAY04 (Exterior Painting of Maintenance Buildings at South Facility)

Alice Winkelman stated Purchasing and the Public Work’s department request cancellation of contract 19-18MAY04 for Exterior Painting of Maintenance Buildings. This contract was given Commission Order #225-2004; the associated Purchase Order is #2004000235.

The contractor was not able to provide the Performance Bond and Material/Labor Bond as required on pages 14 and 21 of the bid documents. Therefore, we request cancellation of this contract. The project will be re-bid in the near future.

There was no further discussion on this item.

Commissioner Miller 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.

F. First Reading of Request to Dispose of Computer/Peripheral Equipment

Alice Winkelman stated Purchasing Department has identified items that are surplus. These items are computer and peripheral equipment. The department is requesting disposal of this surplus property through Kemper Auction.

Commissioner Miller stated she thought the County was going to participate in the City's program where older computers are donated to lower income families.

Commissioner Elkin and Ms. Winkelman both remembered discussing this program.

Commissioner Miller stated the County only receives a quarter for each piece of equipment when it is taken to auction.

Commissioner Elkin stated he would have Michael Mallicoat, Information Technology Director, check with this City about this program.

There was no further discussion on this item.

Commissioner Miller 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.

The Commission thanked Alice for her work at the County.

Subject: Second Reading and Public Hearing for Approval of Contract Amendment #10 and Budget Amendment for the Rainbow House Child Advocacy Center

Commissioner Miller stated this is an annual process due to the state and county's fiscal years being different.

Commissioner Miller opened the floor for a public hearing for the budget amendment.

There was no one wishing to speak.

Commissioner Miller closed the public hearing.

Commissioner Elkin moved to approve the following budget amendment:

DEPARTMENT ACCOUNT AND TITLE	AMOUNT INCREASE
1420-84200: Social Services – Other Contracts	\$3,753.00
1420-03451: Social Services – State Reimbursement	\$3,753.00

Said budget amendment is increase funding for July 2003 to June 2004.

The County Commission of the County of Boone does hereby approve Contract Amendment #10 for the Child Assessment Center Services with the Missouri Children’s Services Division.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 281-2004**

Subject: Second Reading and Approval of Request for Variances from the Road and Bridge Advisory Committee

A. A Civil Group – Kinkade Crossing

Commissioner Miller moved to approve the following recommendations from the Road and Bridge Advisory Committee:

For A Civil Group at the location of Kinkade Crossing:

- To waive the requirement of a 1000' maximum length cul-de-sac and allow Honey Lane to be built as a 2500' cul-de-sac until the southern portion of the property is developed. The roadway is required to be stubbed for future access.
- To waive the requirement of 32-foot pavement section and allow 28-foot wide pavement section.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 282-2004**

B. Allstate Consultants – Settler's Ridge, Plat 1

Commissioner Miller moved to approve the following recommendations from the Road and Bridge Advisory Committee:

For Allstate Consultants at the location of Settlers Ridge, Plat 1:

- To waive the requirement that sidewalks and driveway entrances will be built on corner lots prior to the acceptance of the roadways for county maintenance. Both the engineer and developer have provided assurance that these items will be constructed to the appropriate standard at the time of home construction on each lot in question.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 283-2004**

Subject: Information Technology – First Reading of Budget Revision

Michael Mallicoat, Information Technology Director, was present on behalf of this item.

Michael Mallicoat stated as you are aware, many computer users from all offices have complained about the ever-increasing volume of SPAM they are having to deal with. This concern has been voiced at Information Technology Advisory Committee meetings, and you have told me yourselves that you need technical help to deal with this problem. The attached budget revision will fund hardware and software that can be used to significantly reduce the amount of spam received by the county's computer users. In addition, this solution will detect and isolate many kinds of e-mail viruses and worms outside of the county's firewall, preventing them from entering our network.

The solution includes replacing our current Symantec AntiVirus Corporate Edition software with Symantec AntiVirus Enterprise Edition (SAVEE), and running the software on a new dedicated PC outside of our firewall. After this software replacement, all of the county's anti-virus protection, both internal and external, will be covered under one product and one vendor – with the added functionality of spam control.

Since the cost was not budgeted in FY04, we are submitting a budget revision for software replacement (92302) for \$3,564 and new hardware (91301) for \$1,952. This will be covered from savings in the IT software services budget (70050), realized from unused Government Center AS/400 software maintenance.

This year we spent \$2,155 for our anti-virus software maintenance. We had budgeted

\$4,000. Next year the new Enterprise software maintenance will cost us approximately \$5,000. This is an increase of \$2,845/year.

Commissioner Miller asked how this will work. Mr. Mallicoat stated currently the County has antivirus checking software. The County receives live updates once a week. This replacement software will keep the functionality and subscriptions in place but add the control for the SPAM. This software can be changed to fit the County's needs.

Commissioner Elkin asked if this will be outside the firewall. Mr. Mallicoat stated that is correct. Currently, viruses and worms can only be detected if they are on the County's network. There are times viruses or worms that come out quickly and there are times Symantec might not be able to get updates in a timely manner. There is a chance the County could have a virus inside the network. This new software would reduce the likelihood further by checking outside the network before it comes into the network.

Commissioner Miller asked how this will control SPAM and how individuals can control SPAM. Mr. Mallicoat stated there will be things users can do beyond what the software will. Some of this is internal in the e-mail system. The department is looking at an upgrade for Groupwise that will allow a user to identify SPAM and the account will earmark that to go to a junk folder. There is an ability with the software to allow the user to advise the IT Department on what to set up for them.

There was no further discussion on this item.

Commissioner Miller 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: Public Works – Second Reading and Approval of Request for Extended Leave of Absence

Commissioner Elkin moved to approve the request from the Boone County Public Works Department to over hire in Maintenance Worker IV position #9, while the incumbent in this position pursues a long term disability designation.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 284-2004**

Subject: Authorize a Closed Session (610.021.3 RSMo.)

Commissioner Miller moved to authorize a closed session on Wednesday, July 14, 2004 at 11:00 a.m. The meeting will be held in Room 243 of the Roger B. Wilson Boone County Government Center at 801 E Walnut, Columbia, Missouri, as authorized by 610.021(3) RSMo. to discuss hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 285-2004**

Subject: Approve Resolution Authorizing Distribution of Preliminary Official Statement for Boone Hospital Center Bonds

Kay Murray, Boone County Treasurer, was present on behalf of this item.

Kay Murray stated there will be a special meeting on July 27, 2004 to approve the sale of Boone Hospital Center Bonds. They wanted to put the preliminary official statement out.

Commissioner Miller asked if this resolution is to authorize the sale of bonds for Boone Hospital Center. Ms. Murray stated that is incorrect. This resolution is to authorize the preliminary official statement.

Commissioner Miller stated this is not for selling of the bonds but authorizing the sale of the bonds. Ms. Murray stated that is correct.

Ms. Murray stated the amount of the bonds is not to exceed \$7 million.

There was no further discussion on this item.

Commissioner Elkin moved to approve the bond resolution.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 286-2004**

Subject: Clerk's Office

Wendy S. Noren, Boone County Clerk, was present on behalf of these item.

A. First Reading of Budget Revision

Wendy Noren stated in the 2003 budget, \$18,000 was budgeted for poll worker training. In mid-2003, the Secretary of State was developing their state plan, as required under the Help America Vote Act, it was determined that they would develop a State Training program. The \$18,000 was carried over from the 2003 budget because the date for the training was moved from February to June.

When she found out this would be done during an election year, Ms. Noren discussed having a trainer because she was not going to be able to do the training in an election year. In discussions with June Pitchford, County Auditor, the \$18,000 was put in the 2004 budget in contingency for a trainer position.

As this was coming together, she thought it would be better to allocate this training as contract work to different vendors.

The Secretary of State would like to see the contracts before August. They do not care how or when the bills for reimbursement are turned in to them.

She believes the Secretary of State is one of the first in the nation to start trickling down the funds from the federal government.

There was no further discussion on this item.

Commissioner Miller 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.

B. First Reading of Budget Amendment

Wendy Noren stated the budget amendment is for Election Services to purchase laptops for polls and to pay for a portion of the poll worker training contract.

She has been in discussions with the Information Technology Department about purchasing refurbished laptops. She has budgeted for 56 laptops at this time.

Commissioner Elkin asked if additional software would need to be purchased. Ms. Noren stated the laptops will need to have Windows 98 or higher and a connection to the County's AS/400

There was no further discussion on this item.

Commissioner Miller 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 after the required 10 day waiting period with an appropriate order for approval.

Commissioner Reports

Commissioner Miller

Tourism Council

Commissioner Miller stated she attended the Tourism Council meeting. They are still working with the Airport to help increase the number of flights. With the new flight that was added in June, the Airport is at 50% occupancy over all flights. American Eagle and Mr. Boston are going to meet with local travel agencies to let them know that there is only a \$60 difference between flying out of Columbia and flying out of St. Louis. They had a meal at Anita's Restaurant.

Hillcreek Neighborhood Improvement District meeting

Commissioner Miller stated she attended the Hillcreek Neighborhood Improvement District meeting. This NID will be used for a new sewer system in the area. Of the 30-plus families that were in attendance, the vote was unanimous to pursue this NID. She informed them they would need to have the paper work and petition to the County by September 1, 2004 to be done this fiscal year.

Commissioner Elkin

No reports at this time.

There was no public comment.

The meeting adjourned at 10:14 a.m.

Attest:

Keith Schnarre
Presiding Commissioner

Wendy S. Noren
Clerk of the County Commission

Karen M. Miller
District I Commissioner

Skip Elkin
District II Commissioner