

TERM OF COMMISSION: September Session of the July Adjourned Term

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

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

The meeting was called to order at 1:34 p.m.

Subject: Purchasing Department

Heather Turner, Purchasing Department Buyer, was present on behalf of these items.

A. First Reading of Bid 58-14AUG04 (Lease of Floor Mats)

Heather Turner stated The Bid for Lease of Floor Mats for the Facilities Maintenance Department closed on August 18, 2004. Six (6) bids were received. Purchasing and Facilities Maintenance recommend award to Cintas for submitting the low bid.

This Term & Supply contract will be paid out of department 6101 Housekeeping, Account Number 60125 Custodial/Janitorial Services.

Commissioner Schnarre 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.

B. First Reading of Amendment #2 to Bid 11-09MAR04 (Tires – Passenger and Light Duty Trucks – Term and Supply)

Heather Turner stated the Purchasing department received a request from the Public Work's department to add a heavier tread all-terrain tire to contract 11-09MAR04 – Tires – Passenger and Light Duty Trucks Term and Supply. Amendment Number Two will add Firestone tire LT 235/75R15 to the contract.

Commissioner Schnarre 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 City of St. Louis Cooperative Bid 979 (Weather Forecast Services)

Heather Turner stated Public Works and Purchasing request permission to utilize the City of St. Louis cooperative contract for Weather Forecasting Services with Weather or Not. The initial term is November 1, 2004 through October 31, 2005 and is \$5,092.32 for the year.

The contract will be paid out of department 2040 - PW Maintenance Operations, account number 71100 – Outside Services.

Commissioner Schnarre asked if this is comparable to what the County has now. David Mink, Public Works Director, stated this is the same company the County uses now. Three years ago, the County negotiated a contract with this company. At that time the service cost was just under \$4,500 so this did not go through the formal bid process. That contract has expired and the costs have increased. This is the same company the City of Columbia and Cole County uses.

Commissioner Miller asked how much the cost would have been per year. Ms. Turner stated the cost would have been \$5,236.32 if the County kept their own agreement but instead of using the City of St. Louis contract that will cost \$5,092.32.

There was no further discussion on this item.

Commissioner Schnarre 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.

D. First Reading of Bid 56-19AUG04 (Low Water Crossing Projects)

Heather Turner stated The Bid for Low Water Crossing Projects closed on August 19, 2004. Six bids were received. Purchasing and the Public Work's department recommend award to Lehman Construction, LLC for submitting the low bid.

Total cost of contract is \$54,063.00 with a 5% contingency of \$2,703.00 for a total Purchase Order amount of \$56,766.00. This contract will be paid out of department 2041 - PW Special Maintenance Projects, account number 71100 – Outside Services. The original budget was \$22,500.00.

A note from the Public Works Department indicated savings from other projects will fund this project. At the time of this reading, \$514,000.00 remains in the account number noted above.

David Mink, Public Works Director, stated originally the budget had some low water

crossing projects to be done in house and others to be contracted out. The department decided to bid out all the projects. There are some funds identified for material and so forth in other line items, which totals \$37,500. The \$20,000 will be covered by savings from other projects.

There was no further discussion on this item.

Commissioner Schnarre 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 29-01JUN04 (Addition to Sanford Kimpton Building – Family Health Center)

Heather Turner stated The Bid for the Addition to the Sanford Kimpton Building – Family Health Center closed on June 15, 2004. One bid was received. Recommendation for award is to Five Oaks Associates for submitting the low bid.

Total cost of contract is \$56,450.00. This contract will be paid out of department 4040 – City/County Health Facility, account number 71201 – Construction Costs. \$603,000 remains in the account at this time.

Commissioner Miller stated the bid tabulation reflects a bid of \$58,450. Commissioner Schnarre stated the County received a \$1,500 deduction because of insurance.

Commissioner Schnarre 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 60-25AUG04 (Road Reclaimer)

Heather Turner stated The Bid for Road Reclaimer and Operator Rental for the Public Works Department closed on August 25, 2004. One bid was received. Purchasing and Public Works recommend award to Columbia Curb and Gutter for submitting the low bid.

This Term & Supply contract will be paid out of department 2040 PW Maintenance Operations, Account Number 71100 Outside Services. There is a total of \$168,909.00 remaining in the Class 7 budget at this time.

Commissioner Elkin asked if there was any objection to waiving the second reading. He would like to begin the projects as soon as possible since the work season will be ending shortly.

Commissioner Miller stated the department cannot have any roads ready before Tuesday.

She does not believe this will hold up any work.

Commissioner Schnarre stated he agrees with Commissioner Miller.

Commissioner Miller stated she does not disagree with Commissioner Elkin's thought process but due to what the department has to do to get ready for the equipment she believes that the second reading on Tuesday is ok.

Commissioner Schnarre 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: Court Administrator – First Reading of Budget Amendments

Kathy Lloyd, Court Administrator, was present on behalf of these items.

Kathy Lloyd stated one budget amendment is for the Intensive Intervention Model Grant the Court receives annually. The grant year is July 1 to June 30 so a budget amendment has to be done for the remainder of the year. The total of this budget amendment is \$8,257 that pays for the salaries and wages and FICA for a family counselor in the Juvenile Office.

The second budget amendment is for the State Services to Victims Fund Grant. The total of this budget amendment is \$11,918 and pays for the salaries and wages, FICA, and disability insurance for a victim advocate in the Juvenile Office. The Court had to decrease the number of hours per week to 32 hours due to limited grant funding last year.

Commissioner Schnarre 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.

Subject: Sheriff's Department – First Reading of Budget Amendment

Detective Andy Anderson was present on behalf of this item.

Detective Anderson stated this budget amendment is for computerized voice stress analyzer and the training certification for four officers. The total of the budget amendment is \$10,760.

The department initially obtained a voice stress analyzer in 2000. The department has four qualified operators. The department is requesting this budget amendment to expand that equipment and operational procedures for better utilization. They have found that with the increase in criminal investigations and a drastic increase in pre-employment investigations, the department is using this equipment routinely.

Commissioner Elkin asked if this is done for employees and criminals. Detective Anderson stated that is correct. The department has used this for a number of criminal cases and on every employee application once they pass a certain point in the process.

Commissioner Elkin asked if this is a lie detector. Detective Anderson stated this is a truth verification technique. It works on the variations of the frequency modulations of the voice. This software charts that frequency modulation change and the certified operator reviews the chart to determine if the person is being deceitful or not. It basically works off the nervous system.

Commissioner Miller asked what the plan is for future maintenance on this equipment. Detective Anderson stated the general maintenance should not be a cost because the organization that offers this gives free updates. There is a three year certification process so every three years the operators have to be re-certified.

Commissioner Miller asked about replacement and if it is the plan that this will continued to be replaced with Civil Process funds. Detective Anderson stated he would presume so. The last instrument was purchased in 2000 and is still capable.

Commissioner Miller stated the Commission tries to clarify on the front end that new equipment purchases will be replaced from the same fund so it does not bind the general fund. This will be noted in the order approving this request.

Commissioner Schnarre 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.

Subject: Public Works

David Mink, Public Works Director, was present on behalf of these items.

A. First Reading of Request for Additional Positions and Budget Revision

David Mink stated the Public Works Department requests authorization to add two Maintenance Worker II positions this fall. The efforts over the past several years of the Maintenance Department to convert gravel roads to paved or chip sealed surfaces has greatly benefited the community but this effort along with the increased maintenance requirements of higher type pavement has affected the departments ability to respond to work requests and perform routine maintenance activities such as crack sealing and brush cutting. The department is recommending the immediate addition of these two positions to enhance out ability to perform these activities as well as snow removal activities this fall and winter.

The cost to add these two positions for the remainder of this year beginning on September 1 is estimated to be \$26,966. Given the timing of the interview process, it is likely that the position would not be filled until later in the month so the actual cost would be less. Improvements in the operational efficiencies have resulted in savings in the overtime budget that should more than cover these additional costs for the remainder of the year.

The budget revision is for a total of \$13,277 for these positions.

Commissioner Schnarre 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. Report on Speed Study for Gans Creek Road and Roemer Road

David Mink stated the department preformed a speed study on Gans Creek Road and Roemer Road. The recommendation for Gans Creek Road is to leave the speed limit at 35 mph and post warning signs for the curves along the road as needed.

The recommendation for Roemer Road is to leave the speed limit at 35 mph but post warning signs for the blind driveway.

Commissioner Miller stated this is just a report from the Department.

There was no further discussion on this item.

Subject: Prosecuting Attorney

A. Authorize Presiding Commissioner to sign DOVE Grant Application

Commissioner Miller moved to authorize the Presiding Commissioner to sign the DOVE Grant Application for the Boone County Prosecuting Attorney's Office.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 366-2004**

B. Authorize Presiding Commissioner to sign VOCA Grant Award

Commissioner Elkin moved to authorize the Presiding Commissioner to sign the VOCA Grant Award (\$51,716) for the Boone County Prosecuting Attorney's Office.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 367-2004**

Subject: Authorize Use of County Facilities

A. Commission Chambers (Missouri Development Planning Group)

Commissioner Miller moved to authorize the use of the Commission Chambers on September 18, 2004 from 10:00 a.m. to 2:00 p.m. for a meeting of the Missouri Development Planning Group for the Missouri Lion's Club.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0.

B. County Facilities (First Night Columbia)

Commissioner Elkin moved to authorize the use of County Facilities at 9:00 a.m. on December 31, 2004 and ending at 2:00 a.m. on January 1, 2005 for First Night Columbia.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 369-2004**

Commissioner Reports

Commissioner Schnarre

Notice of Payment from Missouri Emergency Response Commission

Commissioner Schnarre stated the Boone Local Emergency Planning Committee has received a \$6,957.43 payment from the Chemical Emergency Preparedness fund.

Commissioner Miller

AmerenUE Meeting

Commissioner Miller stated she attended the AmerenUE Meeting in Ashland. They have gotten control of the spikes and outages in the Ashland area. They are working with Boone Electric with an interconnect and will enhance this when capacity is available. They are in the process of building a station on Loy Martin Road. This station is proposed to open in 2006.

Commissioner Elkin

No reports at this time.

There was no public comment.

The meeting adjourned at 1:55 p.m.

Attest:

Wendy S. Noren
Clerk of the County Commission

Keith Schnarre
Presiding Commissioner

Karen M. Miller
District I Commissioner

Skip Elkin
District II Commissioner