

TERM OF COMMISSION: June Session of the April 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 9:30 a.m.

Subject: Purchasing Department – First Reading of 2004 Photocopier Maintenance in the Johnson Building

Melinda Bobbitt, Purchasing Department Director, was present on behalf of this item.

Melinda Bobbitt stated this is a *Request for Budget Revision* from the Human Resource Department to pay for the overage charges on our Photocopier from 2004. Decrease 1123/86800 – Emergency & Contingency by \$250 and increase 1115/60050 – Equipment Service Contracts by \$250.

Purchasing submitted a Budget Revision moving \$27 from the Purchasing budget from 37230 Meals/Lodging/Training to 60050 Equipment Service Contract and Legal submitted a Budget Revision moving \$60 from the Legal budget from 23850 Minor Equipment to 60050 Equipment Service Contract. Human Resources is the only department that needed to request funds from the Emergency Fund. We have increased our maintenance to a higher volume so that we do not have overage in 2005. We were paying \$624 for 60,000 copies, but will now pay \$1,232.40 for 156,000 copies. The breakdown for photocopier maintenance for the 2004 invoices is as follows:

7/15/04 – 12/30/04 – base charge:	\$288.92
7/15/03 – 7/14/04 – overage charge:	\$921.29
7/15/04 – 12/30/04 – overage charge:	\$426.58
TOTAL	\$1,636.79
Less re-issued ck from 2004 that Ikon never cashed.	(\$624)
OWE	\$1,012.79
1115 Human Resources (49%)	\$496.26
1118 Purchasing (37%)	\$374.73
6100 Facilities (9%)	\$91.16
1126 Legal (5%)	\$50.64
TOTAL	\$1,012.79

Mrs. Bobbitt stated Ikon previously billed depending on when a warranty began. The billing would be for different County fiscal years. This has been changed to bill the same as the County's fiscal year.

Between July 2003 and July 2004, the copies were over by 88,000. Between July 2004 to December 2004, the copies were over by 41,000.

Commissioner Miller suggested when this copier comes up for replacement all aspects should be looked at because this copier is used by so many departments.

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.

Subject: Facilities Maintenance – Second Reading and Approval of Request to Purchase Equipment

Commissioner Elkin moved to approve the request by the Facilities Maintenance Department to purchase a new base radio in the amount of \$441.50 per the attached request from said department.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 241-2005**

Subject: Collector's Office – First Reading of Agreement to collect Hartsburg city property taxes

Patricia S. Lensmeyer, Boone County Collector of Revenue, was present on behalf of this item.

Patricia Lensmeyer stated the Commission is aware of this situation. This is an agreement to collect the city property taxes. There have been many changes to collection laws and this agreement would reflect all the changes.

Mrs. Lensmeyer noted there will be many more of these agreements coming forward.

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.

Commissioner Reports

Commissioner Schnarre

Boone Electric Cooperative C.A.S.H./H.E.L.P. Program

Commissioner Schnarre stated the beginning balance of the C.A.S.H. program on May 1, 2005 was \$73,733.86. Donations during May were \$2,084.71, interest was \$52.01 and disbursements were \$2,807.92. The end balance was \$73,062.66.

The beginning balance of the H.E.L.P. program on May 1, 2005 was \$18,370.09. Donations during May were \$1,588.70, interest was \$12.96 and disbursements were \$3,118.97. The end balance was \$16,852.78.

Commissioner Miller

No reports at this time.

Commissioner Elkin

No reports at this time.

Public Comment

There was no public comment.

The meeting adjourned at 9:40 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