

TERM OF COMMISSION: August 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 9:30 a.m.

Subject: Purchasing Department

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

A. First Reading of Bid 44-12JUL05 (Tactical Body Armor)

Heather Turner stated the bid for Tactical Body Armor closed on July 12, 2005. Six bids were received. The bid from the low bidder, OMB Police Supply, Inc. was determined to be non-responsive because they bid 2 removable ID patches and the bid specifically requested four (4) removable ID patches. The bids from the next three lowest bidders; Southern Uniform and Equipment, Southern Uniform and Equipment Alternate Bid, and Ed Roehr Safety Products were determined to be unacceptable due to the extensive testing the Boone County Emergency Response Team performed on each one of the sample vests submitted. Sergeant Mike Krohn submitted a memo explaining these decisions. Therefore, Purchasing and the Sheriff's department recommend award to Precinct Police Products for submitting the next lowest bid.

Total cost of the contract is \$24,540.00 to be paid out of department 2901 – Sheriff Operations, LE Sales Tax, account number 91300 – Machinery & Equipment.

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 Request to Dispose of Surplus Property

Heather Turner stated the Purchasing Department has identified and listed items as surplus. These items will be disposed through GovDeals or Kemper Auction.

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: Set E911 Tax Rate

Commissioner Miller stated the County is the governing body of the enhanced 911 system and collects the tax on land lines. State Statutes require this levy be set every year. This levy is only 2% because a ballot issue that was passed in 1985 stated the levy could not exceed 2%.

Commissioner Miller moved to set the E911 tax levy at 2% of the tariff rate, the level at which it is currently maintained.

Commissioner Schnarre seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 335-2005**

Subject: Road and Bridge Advisory Committee – First Reading of Variance Request for A Civil Group (within Street Estates for length of cul-de-sac and roadway width)

John Watkins, Public Works Project Development Manager, was present on behalf of this item.

John Watkins stated the Road and Bridge Advisory Committee recommends the following variance request by A Civil Group in Street Estates be approved by Commission:

- To waive the requirement of a 1000' maximum length cul-de-sac and allow Daniel Street to be built as a 1450' cul-de-sac until the remaining property is developed.
- To waive the requirement of 32-foot pavement section and allow 28-foot wide pavement section.

Commissioner Miller asked why there is a variance for 28-foot wide pavement.

Commissioner Schnarre stated this would allow for the same width throughout the whole subdivision.

Commissioner Elkin asked where Daniel Street will be located. Mr. Watkins stated it is located in the Hinton/Route VV area.

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: First Reading of Recommendations from Job Classification Committee

Betty Dickneite, Human Resources Director, was present on behalf of this item.

Betty Dickneite stated The Job Classification Committee met on August 11, 2005 to review Public Service Personnel Consultant's recommendations on several reclassification requests. Four departments submitted requests: the Auditor's office, the Purchasing Department, Planning and Building Inspections and the Sheriff's Department. After considerable discussion, the Job Classification Committee makes the following three (3) recommendations:

- 1) All Office Specialists at range 15 be reclassified to range 20 (excluding all Office Specialist pool positions until we have further information on those pool positions);
- 2) Create a new Senior Buyer classification at pay range 36, classified as non-exempt under the Federal Fair Labor Standards Act; (Note – leave the Buyer classification as is);
- 3) Merge all Warrant Specialists and Records Specialists into the Office Specialist classification at the recommended pay range of 20.

The financial impact to the County, if approved, would be \$34,000. Any financial impact would not be seen until FY2006.

June Pitchford, Boone County Auditor, was the only member of the committee not present at the meeting. She has seen this information.

Commissioner Schnarre asked if these recommendations are the same as what the consultant recommended. Ms. Dickneite stated no, there were some differences. The consultant's recommendations were discussed thoroughly at the meeting.

Commissioner Elkin stated due to the number of request in changing the office specialist classification, the committee decided to make this classification equal county wide. This was a big issue that was discussed.

Ms. Dickneite stated the consultant recommended the records specialist and warrant specialist be moved from pay range 16 to range 20. The Sheriff was supportive of reclassifying all positions to office specialist and make that pay range 20.

The Senior Buyer position is one pay range less than what the consultant recommended, which was range 37. That was suggested to provide equity between this position and the Senior Accountant position. The committee decided to make this pay range 36.

Commissioner Miller expressed concerns about the recommendation of changing the account specialist in the Auditor’s office to an office specialist. Ms. Dickneite stated the position is currently classified as an office specialist. The committee believed all office specialists should be moved to pay range 20 and did not support moving this position to pay range 21.

There was discussion about the differences in the duties that are preformed by account specialists and office specialists.

Commissioner Elkin stated this was done to make everything equal in the county for office specialists.

Sheriff Dwayne Carey stated he is a member of the committee and noted this was discussed at length. The committee agreed on this decision.

Commissioner Miller requested the minimum qualifications for all specialists.

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: Sheriff’s Department – Second Reading and Public Hearing for Approval of Budget Amendment

Commissioner Elkin moved to approve the following budget amendment:

DEPARTMENT ACCOUNT AND TITLE	AMOUNT INCREASE
2540-91200: Sheriff’s Civil Process Fund – Buildings/Improvement	\$3,500.00
2540-91200: Sheriff’s Civil Process Fund – Buildings/Improvement	\$270.00

Said budget amendment is for a water hydrant and deck at the Sheriff’s Department North Substation.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 336-2005**

Subject: Appointments to Boards/Commissions

- A. Boone County Regional Sewer District
- B. Boone County Library Board
- C. Industrial Development Authority (2 Appointments)
- D. Boone County Board of Health
- E. Building Code Commission

Commissioner Miller moved to approve the following appointments:

NAME (TOWNSHIP)	BOARD/COMMISSION	TERM EXPIRATION
Deborah K. Schnedler (Cedar)	Boone County Regional Sewer District Board of Trustees	August 31, 2010 (re-appointment)
Jessica Robinson (Rock Bridge)	Boone County Library Board	July 1, 2009
James D. Schepers (Columbia)	Industrial Development Authority	August 31, 2011 (re-appointment)
J. Scott Christianson (Missouri)	Industrial Development Authority	August 31, 2011
Nathan D. Voris (Three Creeks)	Board of Health	August 31, 2008
Jerry C. Olson (Columbia)	Building Code Commission	May 2, 2006 (interim)

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 337-2005**

Subject: Authorize Use of Courtyard Square (Arts Showcase)

Commissioner Elkin moved to approve the use of the Courtyard Square on September 30, 2005 from 5:00 to 11:00 p.m. for an Arts Showcase sponsored by Leswood Ministries.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 338-2005**

Subject: First Reading of Commercial Lease Agreement

Commissioner Elkin stated this is a lease agreement with Fera Technologies for the Lifestyles building. Fera Technologies will lease the showroom for the first two months then rent the entire building.

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

Notice of Voluntary Annexation

Commissioner Schnarre stated the County has been notified of the following voluntary annexations:

- 2.78 acres of land owned by William S. Regan Sr., located on the southwest corner of State Route K and South Nursery Road.
- 14.08 acres of land owned by Ervin, Glenda, Troy and Joan Bentlage, located on the southeast corner of Bethel Church Road and Old Plank Road.

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 10:02 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