

TERM OF COMMISSION: June Session of the April Adjourned Term

PLACE OF MEETING: Roger B. Wilson Boone County Government Center  
Room 338

PRESENT WERE: Presiding Commissioner Edward H. Robb  
District I Commissioner Karen M. Miller  
District II Commissioner Skip Elkin  
Boone County Clerk Wendy Noren  
Boone County Collector Patricia Lensmeyer  
Boone County Treasurer Nicole Galloway  
Director of Purchasing Melinda Bobbitt  
Sr. Environmental Health Specialist Kristine Vellema  
Deputy County Clerk Cameron Clarke

The meeting was called to order at 9:34 a.m.

## **County Clerk**

### **1. Open Depository**

County Clerk Wendy Noren, County Collector Patricia Lensmeyer, and County Treasurer Nicole Galloway were present of behalf of this item. Ms. Noren stated Ms. Lensmeyer and Ms. Galloway have worked very hard on this item. Ms. Noren stated the bids were due at 9:00 am. Ms. Noren stated attached to the bids are checklists for the Commissioners to complete to verify the bids contain all the necessary information. Ms. Noren stated there should be a check in each bid made out to Boone County for the amount of \$355,346.00 to provide security that the banks will provide the collateral required by law. Ms. Noren stated she would like to acknowledge the banks that chose not to bid on this item, but were very helpful to the process. These banks were: Bank of Missouri, United Missouri Bank, Hawthorne Bank, Regions Bank, and Calloway Bank. Ms. Noren stated she would like to thank Landmark Bank for their service to the County under the last depository agreement.

Commissioner Miller opened the bid from Boone County National Bank. Commissioner Miller acknowledged receipt of the RFP, a check made out for the correct amount, and a proposal response form. The interest rate quoted is 19 basis points above the 90 day, 13 week Treasury bill weekly auction sale each Tuesday, as listed in the Wall Street Journal key interest rates listing, with a floor of 56 basis points.

Commissioner Robb opened the bid from Bank of America Merrill Lynch. Commissioner Robb acknowledged receipt of the RFP, a check made out for the correct amount, and a proposal response form. Commissioner Robb stated the

interest rate quoted contained multiple, variable options which are all stated in the bid.

Commission Elkin opened the bid from Landmark Bank. Commissioner Elkin acknowledged receipt of the RFP, a check made out for the correct amount, and a proposal response form. Commissioner Elkin stated the interest rate quoted is 50 basis points above the most recent auction rate of the 90 day Treasury bill. There is no floor.

Commissioner Elkin opened the bid from Commerce Bank. Commissioner Elkin acknowledged receipt of the RFP, a check made out for the correct amount, and a proposal response form. Commissioner Elkin stated the interest rate quoted is the 90 day Treasury bill, plus 20 basis points and two account structure options.

Commissioner Robb opened the bid from US Bank. Commissioner Robb acknowledged receipt of the RFP, a check made out for the correct amount, and a proposal response form. Commissioner Robb stated the interest rate quoted is the average federal funds flat rate with a floor of 30 basis points. US Bank is also offering an enhanced earnings credit with a floor of 50 basis points for calendar year 2011, based upon average balances of \$12 million.

Ms. Noren stated the checks go to the treasurer until the bid is awarded. When the bid is awarded the check is held until the collateral is in place. Ms. Noren stated these bids are a lot of work for the banks involved, and she appreciates their effort.

Commissioner Elkin stated there is a lot of information contained in these bids, and the bids will be evaluated by Ms. Noren, Ms. Galloway, and Ms. Lensmeyer.

## **2. Budget Amendment for Voter List Management Grant (first reading)**

County Clerk Wendy Noren was present of behalf of this item. Ms. Noren stated this is a grant from the State. Ms. Noren stated this item came up during the budget process, but it didn't allow us to do work with GIS. Ms. Noren stated she worked on this with the State and they have agreed to purchase GIS software with this funding, and utilize it. A budget amendment is being done for the grant amount, as well as the amount Jason has identified we need to purchase the GIS software. Ms. Noren stated this will improve the process once the new plans are filed to reassign precinct lines, and redo the street files.

Commissioner Miller verified there was no County match as a part of this grant.

Ms. Noren stated this is only state funding. Ms. Noren stated the balance of the money will be used to help cover postage to notify voters of new polling locations. In addition, the balance will cover Beth's salary. Beth works in the evening to verify each registration application against State databases for felons, the deceased,

duplicates in other counties, and the Social Security Administration databases. This will primarily go towards reimbursing expenditures related to redistricting and address file maintenance.

Commissioner Robb stated this is a first reading and requested the Deputy County Clerk to schedule this item for a second reading after the 10 day waiting period required for budget amendments with an appropriate order for approval.

### **Health Department**

**3. Abatement of properties located at 2505 E Oakbrook Drive A+B parcel # 12-415-20-02-005.00 01 and 2510 E Oakbrook Drive A+B parcel # 12-415-20-02-018.00 01 (first and second reading)**

Sr. Environmental Health Specialist Kristine Vellema was present on behalf of this item. Ms. Vellema stated these properties are on the chronic nuisance list in Boone County. Ms. Vellema stated this is what prompted her to go check on these properties while she was in the neighborhood. Ms. Vellema stated she checked on the properties the morning of June 21, 2011, and they had been brush hogged. Ms. Vellema stated there are several mounds of dirt on the property with tall weeds, and these did not get cut. Ms. Vellema stated whoever tried to clean up the property did a sloppy job. Ms. Vellema stated the property owners are very hard to get in contact with. Ms. Vellema stated these lots were going to have buildings on them, but all they have are foundations. Ms. Vellema stated this abatement will probably not be as costly since the owners partially mowed it, but there is still a lot of work that needs to be done, and will most likely need to be done by hand.

Commissioner Elkin asked if these properties were located in a residential area.

Ms. Vellema replied that the properties are two vacant lots in the middle of a residential area.

Commissioner Miller asked if the foundations were still holding water like they used to.

Ms. Vellema replied that they are not due to an abatement that was done several years ago. Ms. Vellema stated a contractor came in to do some dirt work and this has solved that problem.

Commissioner Elkin moved on this day the County Commission of the County of Boone does hereby authorize the Presiding Commissioner to sign the attached Finding of Public Nuisance and Order for Abatement of a public nuisance located at 2505 E. Oakbrook Drive A + B (parcel # 12-415-20-02-005.00 01) and 2510 E. Oakbrook Drive A + B (parcel # 12-415-20-02-018.00 01).

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order # 229-2011**

**Collector**

**4. Budget Amendment for Legal Descriptions research and drafting for 2011 Delinquent Tax Sale (second reading, first read on 6/9/2011)**

Boone County Collector Patricia Lensmeyer was present on behalf of this item. Ms. Lensmeyer stated most of the details of this amendment were discussed during the first reading, but she would be happy to explain anything to Commissioner Miller who was absent that day.

Commissioner Miller responded she was aware of what was happening, and was fine with moving forward.

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the following budget amendment to establish a budget for payment of Legal Descriptions research and drafting for 2011 Delinquent Tax Sale:

Department	Account	Department Name	Account Name	Decrease \$	Increase \$
1150	71116	Collector	Services/Surveyor		3,000.00
1150	03511	Collector	Cost of Tax Sale Reimbursement		3,000.00

Commissioner Elkin seconded the motion.

The motion carried 3 to 0. **Order # 230-2011**

**5. Approval of proposal for consultant services for Legal Descriptions research and drafting for 2011 Delinquent Tax Sale (second reading, first read on 6/9/2011)**

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

Commissioner Elkin moved on this day the County Commission of the County of Boone does hereby approve the contract between A Civil Group and Boone County, Missouri for Legal Descriptions research and drafting for the 2011 Delinquent Tax Sale. The terms of this agreement are stipulated in the attached contract. It is further ordered the Presiding Commissioner is hereby authorized to sign said contract.

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order # 231-2011**

Ms. Lensmeyer stated she was thankful for the Commissions' support on this item because this will be very helpful.

## **Purchasing**

### **6. Acknowledgment of Security Interest and Assignment – GMAC & Don Brown Chevrolet for Tahoe Purchase (first reading)**

Director of Purchasing Melinda Bobbitt was present on behalf of this item. Ms. Bobbitt read the following memo:

Attached is an Acknowledgement of Security Interest and Assignment that GMAC is requiring to be signed prior to delivery of the Chevrolet Tahoe that we're purchasing from Don Brown Chevrolet, contract # C111077002. This purchase was approved on Commission Order 120-2011. Purchase order 2011000083 has already been issued to Don Brown Chevrolet. Our legal department has given us direction that when the Auditor's office issues the check, the check will be made out to both Don Brown Chevrolet and GMAC with the two party check being mailed to Don Brown Chevrolet and a copy of the check sent to GMAC. The Auditor's office will describe the vehicle being purchased on the check per CJ's instructions.

Commissioner Miller asked why this had to be done.

Ms. Bobbitt replied that it must have to do with credit.

Commissioner Elkin compared it to a time when the County had to pay a bonding company, who then reimbursed the contractor. Commissioner Elkin stated this is usually what happens when there are credit issues.

Commissioner Robb stated this is a first reading and requested the Deputy County Clerk to schedule this item for a second reading at the next available commission meeting with an appropriate order for approval.

### **7. Bid Award to Christensen Brothers Asphalt and American Materials for bid MM60 – Hot Bituminous Asphalt Term and Supply (first reading)**

Director of Purchasing Melinda Bobbitt was present on behalf of this item. Ms. Bobbitt read the following memo:

The Bid for Hot Bituminous Asphalt Term and Supply closed on May 23, 2011. Two bids were received. Purchasing and the Public Works Department recommend award

to both Christensen Brothers Asphalt and American Materials for offering the lowest and best bids for Boone County. This is a term and supply contract. Contract will be paid from department 2040 –PW Maintenance Operations, account 26000 – Pavement Repairs Material. \$140,000 is budget for this service.

Commissioner Miller stated the Commissioners did not have a bid tabulation for this project.

Ms. Bobbitt stated she would email it to the Commissioners.

Commissioner Robb stated this is a first reading and requested the Deputy County Clerk to schedule this item for a second reading at the next available commission meeting with an appropriate order for approval.

**8. Letter of Authorization – TelePlus Solutions Corporation and AuditHead, LLC (first reading)**

Director of Purchasing Melinda Bobbitt was present on behalf of this item. Ms. Bobbitt read the following memo:

Attached are Letters of Authorization needed for the awarded Contractors from bid 36-17AUG10 – Telephone Billing Audit and Other Metered Services. This award was approved on Commission Order 570-2010. The letter is “authorization to obtain information only” from our telecommunication and utility vendors to allow them to analyze and evaluate our accounts.

Commissioner Miller asked what the timeline is for the audit.

Ms. Bobbitt replied it usually takes about a month to audit. There are two parts to the process; the first part is auditing to see if the correct taxes and surcharges are being paid. If they find any errors, they have to see how much can be recouped. Another part is if they have recommendations that can save Boone County money; the contract will go up to 36 months so they get a percentage of the savings. Boone County does not have to implement any of the proposed changes.

Commissioner Miller asked if the County could expect it in about three months.

Ms. Bobbitt replied this is correct.

Commissioner Robb stated this is a first reading and requested the Deputy County Clerk to schedule this item for a second reading at the next available commission meeting with an appropriate order for approval.

**9. Sole Source Purchase 104-123111SS Annual Software Support for Real Vision Software IBM Power System (second reading, first read on 6/16/2011)**

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve Information Technology's request to utilize Sole Source Vendor Real Vision Software Inc. for Sole Source Purchase 104-123111SS Annual Software Support for Real Vision Software IBM Power System. It is further ordered the Presiding Commissioner is hereby authorized to sign said contract.

Commissioner Elkin seconded the motion.

The motion carried 3 to 0. **Order # 232-2011**

**10. Bid Award to Central Concrete Company for bid 13-15APR11 Ready Mix Concrete/Cement (second reading, first read on 6/16/2011)**

Commissioner Elkin moved on this day the County Commission of the County of Boone does hereby award bid number 13-15APR11 Ready Mix Secondary Supplier to Central Concrete Co. It is further ordered the Presiding Commissioner is hereby authorized to sign said contract.

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order # 233-2011**

**Resource Management**

**11. Approve Adopt-a-Road Applications (second reading, first read on 6/16/2011)**

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the attached Adopt-a-Roadway applications:

David Allen Road (Rangeline Road to one mile east) by David Allen Road Neighborhood

Easley River Road (Easley, MO to Smith Hatchery Road) by Missouri River Relief

Gans Road (Rock Quarry Road to Gans Creek Road) by The Horses of Gans

Gillespie Bridge Road (Bridge to State Route UU) by Friends of Gillespie Bridge Road

Glendale Drive (Judy School Road to St Charles Road) by Two Mile Prairie Neighbors

Grace Lane (St Charles Road to Richland Road) by the Miller Morrow Family

Judy School Road (State Route Z to County Line) by Two Mile Prairie Neighbors

Old Highway 63 South (Ashland City Limits to one mile south) by Ashland United Methodist Church

Old Plank Road (State Route K to Cooper's Landing) by The River Folk of Cooper's Landing

Rangeline Road (OTSCON Property to one mile south) by OTSCON Property

Red Rock Road (Silver Fork Hill Road to State Route YY) by Ashley & Chris

Johnmeyer and Elaine Bowers

Roby Farm Road (State Route O to Interstate 70 Access) by Scenic By-Way's Committee

Rolling Hills Road (State Route WW to New Haven Road) by Wayne and Jo Behymer

Commissioner Elkin seconded the motion.

The motion carried 3 to 0. **Order # 234-2011**

## **Commission**

### **12. Reappointment of Jared Vessell to Judicial and Law Enforcement Task Force (first and second reading)**

Commissioner Elkin moved on this day the County Commission of the County of Boone does hereby reappoint Jared Vessell to the Judicial and Law Enforcement Task Force for a term beginning June 21, 2011, and ending June 21, 2014.

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order # 235-2011**

### **13. Approve Closed Session authorized per RSMo 610.021(1) at 2:30 pm on 6/23/2011 (first and second reading)**

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby authorize a closed meeting on Thursday, June 23, 2011, at 2:30 p.m. The meeting will be held in Room 338 of the Roger B. Wilson Boone County Government Center at 801 E. Walnut, Columbia, Missouri, as authorized by 610.021



(1) RSMo. to discuss legal actions, causes of action or litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives and its attorneys.

Commissioner Elkin seconded the motion.

The motion carried 3 to 0. **Order # 236-2011**

**14. Public Comment**

**15. Commissioner Reports**

The meeting adjourned at 10:11 a.m.

Attest:

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Edward H. Robb  
Presiding Commissioner

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Wendy S. Noren  
Clerk of the County Commission

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Karen M. Miller  
District I Commissioner

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Skip Elkin  
District II Commissioner