

TERM OF COMMISSION: April Session of the February Adjourned Term

PLACE OF MEETING: Boone County Government Center Commission Chambers

PRESENT WERE: Presiding Commissioner Don Stamper
District I Commissioner Karen M. Miller
District II Commissioner Linda Vogt
Deputy County Clerk Ashley Williams

The regular meeting of the County Commission was called to order at 1:33 p.m.

SUBJECT: Request for the Continuance of a Temporary Staffing Position in the Public Works Department

Public Works Director Frank Abart referred to a memo dated March 24, 1997 detailing the family medical leave policy. Currently there is a temporary employee on his staff, but the policy allows a six week period for temporary replacements and he requested a six week extension.

Commissioner Vogt moved that the County Commission of the County of Boone approve the continuance of a temporary staffing position in the Public Works Department.

Commissioner Stamper seconded. Motion passed unanimously. **Order 124-97.**

SUBJECT: Award Bid No. 12-19MAR97, Wide Format Copier

Purchasing Director Beckie Jackson referred to her memo dated March 24, 1997 and explained that the wider format copier would be used for engineering documents.

Commissioner Stamper moved to award Bid No. 12-19MAR97 for a wide format copier to Ikon Office Solutions of Jefferson City.

Commissioner Vogt seconded. Motion passed unanimously. **Order 125-97.**

SUBJECT: Award Bid No. 8-5MAR97, Shop Parts Term and Supply Contract

Purchasing Director Beckie Jackson referred to her memo dated March 27, 1997. Ms. Jackson recommended rejecting the bids from Midwest Kenworth, New Haven Filter, Azdell Hydraulic/Machines, Inc. and Superior Industrial Supply.

This contract, she explained, is a multi-year contract with maximum percentage increases each year and at a minimum these vendors did not adequately complete this section of the bid.

She also recommended that the Commission reject Item 4.41. submitted by both Carquest and Triangle Supply as the products submitted do not meet or equal the quality of the product specified. The product specified contains polymers or nitrite for iron corrosion protection and wet-sleeve cylinder line protection. And she recommended the rejection of Item 4.42. submitted by CarQuest as the product submitted does not meet or equal the quality of the product specified. The product specified is not a fast drying product nor provides the same level of protection when applied under equal conditions.

Commissioner Stamper moved that the County Commission of the County of Boone award Bid No. 8-05MAR97 for shop parts, term and supply contracts to:

Vendor	Item
Triangle Supply	4.8., 4.9., 4.20., 4.22., 4.25., 4.34., 4.36., 4.37., 4.38., 4.43., 4.44., and 4.46.
Missouri Fleet Parts	4.16., 4.17., 4.24., 4.29., and 4.41.
Al Scheppers Motor Co.	4.14. and 4.12.
Midway Warehouse	4.7., 4.11., 4.15., 4.18., 4.19., 4.21., 4.23., 4.26., 4.28., 4.30., 4.35., 4.39., 4.40., 4.42., and 4.45.

Commissioner Miller seconded. Motion passed unanimously. **Order 126-97.**

SUBJECT: Contract Extensions for Term and Supply Contracts

Purchasing Director Beckie Jackson said that there had been a statute that required departments to make known the items and quantities they would need by February of each year. That statute is no longer in affect and the February dealing conflicts with many of the departments. Ms. Jackson said she had contacted the vendors of some term and supply contracts and requested that they extend their contracts to the end of June.

Commissioner Stamper moved that now on this day the county Commission of the County of Boone does hereby approve an amendment to the following contracts on file with the County.

The referenced contracts will be extended under the same terms, conditions and pricing as contained in the original contract with the exception of the expiration date.

The County Commission does hereby extend the above contracts for the period of April 1, 1997 through June 30, 1997 and directs Deputy County Clerk Ashley Williams to send each vendor a copy of this order to serve as notice of this action.

Done this 3rd day of April, 1997.

Commissioner Miller seconded. Motion passed unanimously. **Order 127-97.**

SUBJECT: Award Bid MM15, Bituminous Material Term and Supply Contract

Commissioner Stamper moved that the County Commission of the County of Boone award Bid MM15 for bituminous material to Koch Materials of Sedalia, Missouri and authorize the Presiding Commissioner to sign the necessary contract documents.

Commissioner Vogt seconded. Motion approved unanimously. **Order 128-97.**

Ms. Jackson told the Commissioners she was on her way to meet with the representatives of the video arraignment equipment and they hoped to have the equipment by the end of the month.

Commissioner Stamper requested Ms. Jackson review a rock bid and asked to be briefed at the next work session.

SUBJECT: Job Classification Committee's Proposal

Human Resources Director Mark Stone reported that the Job Classification Committee has proposed that if an administrator authority wants to change a position, the Human Resources department should be contacted to disseminate that information to the committee. The committee would then meet with the administrative authority to help identify the job responsibilities and to recommend an appropriate salary range based on minimum qualifications. If the position was to move up in range, the committee would offer a recommendation for approval to the County Commission. The administrative authority would have the ability to appeal to the Commission to change the recommendation.

Mr. Stone said that job classifications will be studied on an as needed basis as positions come open. In the spring, as related to the annual budget, areas of concern will be studied.

Commissioner Vogt said that she has attended some of the Job Classification Committee's meetings and has been a part of the whole process. She agreed that the committee needed to be ongoing, especially for dealing with classification issues.

Mr. Stone proposed that the Committee continue to consist of five members with two-year alternating memberships.

Commissioner Stamper moved to authorize the continuation of the job classification process as follows: When vacancies occur in an office or department, the administrative authority may decide to reorganize the respective area. In the even changes are deemed necessary, the administrative authority would provide written communication to the Director of Human Resources regarding changes which include new job descriptions and minimum qualifications. The Director of Human Resources will disseminate this information to the committee and the auditor. A meeting would be scheduled for the requesting administrative authority to meet with the committee to discuss the proposed changes. The committee would then make range recommendations for the new positions to the administrative authority. In the event the recommendations include upward range movement, the recommendations would be made to the Commissioners for their consideration. The administrative authority would have the opportunity to appeal the committee's recommendations to the Commissioners.

The committee would also meet to review proposed changes that would impact the annual budgetary process. In addition, the committee would continue to be comprised of five administrative authorities who rotate on an alternating two year schedule. The beginning terms would start on January 1st of each year.

Commissioner Miller seconded. Motion passed unanimously. **Order 129-97.**

SUBJECT: Prosecuting Attorneys Classification Recommendations

Human Resources Director Mark Stone referred to a memo from Prosecuting Attorney Kevin Crane regarding a change in the organization of the Prosecuting Attorney's office. After review, the job classification committee recommended that the vacant position of Personnel Coordinator/Tax Administrator with a range of 14 be changed to Legal Secretary/Tax Administrator and be assigned to a range 12.

Commissioner Stamper moved that the County Commission of the County of Boone approve the request to change the position Personnel Coordinator/Tax Administrator with a range of 14 to that of Legal Secretary/Tax Administrator and be assigned to a range 12.

Commissioner Miller seconded. Motion passed unanimously. **Order 130-97.**

SUBJECT: Correction to the Job Classification Project

Human Resources Director Mark Stone said that in the Job Classifications Committee recommendations that were approved, with an effective date of May 1997, they had overlooked a position in the prosecuting attorneys office. The Criminal Clerk/Legal Secretary is currently assigned range 11, but based on minimum qualifications, should be assigned to range 12. Mr. Stone recommended that the range change take place at the same time as the others. The cost of the oversight, he said, including salary and FICA is \$738.91.

Commissioner Stamper moved that the County Commission of the County of Boone approve the correction to the job classification project as recommended by the committee.

Commissioner Vogt seconded. Motion passed unanimously. **Order 131-97.**

Commissioner Stamper asked Mr. Stone about the implementation of the job classification changes.

Mr. Stone replied that the committee would be meeting with the auditor and county clerk and were planning to implement the changes the latter part of May.

SUBJECT: Change Order for Don Schnieder's Excavating Company, Blackfoot/Roemer/Obermiller Road Project

Public Works Director Frank Abart said that the Obermiller change order for additional pipe and excavation work would provide drainage not otherwise provided for at the base of a dam so it could be crossed. The change order is for a drainage pipe.

Commissioner Miller said she didn't think there was really much of a choice; that they needed to make sure the dam doesn't have any problems.

Commissioner Stamper moved that the County Commission of the County of Boone approve change order number four, Job No. 9121 70-09JUL96 for the Blackfoot/Roemer/Obermiller Roads Project; Don Schnieder's Excavating Company, Inc. contractor.

Commissioner Miller seconded. Motion passed unanimously. **Order 132-97.**

Commissioner Stamper asked Mr. Abart the status of the roads on Locust Grove Church Road.

Mr. Abart said that barring deluge of rain, the roads could begin to be paved.

SUBJECT: Application for the use of the Courthouse grounds by the Boone County Stand for Children

Commissioner Stamper moved that the County Commission of the County of Boone authorize the a permit for organizational use of the courthouse grounds to the Columbia/Boone County Stand for Children Community Action Team from 1 p.m. to 3 p.m. on June 1, 1997.

Commissioner Vogt seconded. Motion passed unanimously. **Order 133-97.**

SUBJECT: Cooperative Agreement with Boone Hospital

Commissioner Stamper asked to reschedule for Tuesday to allow Commissioners Miller and Vogt to study the agreement.

SUBJECT: MoDOT Mileage of County roads

Commissioner Stamper said that the report outlined the number of roads with soil, gravel, bituminous, concrete, grated and grade, and unimproved surfaces in Boone County.

SUBJECT: Harrisburg Thank you

Commissioner Stamper reported he had received a nice letter of thank you from Harrisburg for the part the Commissioners played in helping the pavement of streets in Harrisburg. The letter said that project was something that no one else had been able to accomplish in the past 125 years. The letter was signed by the Harrisburg Board of Aldermen.

SUBJECT: Appointments to the Energy & Environment Board, Senior Board and the Boone County Group Homes

Commissioner Vogt moved that the County Commission of the County of Boone appoint Fred Giesler for a three year term to the Energy and Environment Board.

Commissioner Miller seconded. Motion passed unanimously. **Order 134-97.**

Commissioner Miller moved that the County Commission of the County of Boone appoint, as an interim member, Jean Grace to the Senior Board. Ms. Grace replaces Rosa Schleeter who moved from the area.

Commission Vogt seconded. Motion passed unanimously. **Order 135-97.**

Commissioner Vogt moved that the County Commission of the County of Boone appoint Barbara S. Cowan for a three year term to the Energy and Environment Board.

Commissioner Miller seconded. Motion passed unanimously. **Order 136-97.**

Commissioner Stamper reiterated his concerns of appointing three candidates to the Boone County Group Homes Board because that appointment would replace all three of the current executive committee. The appointments were tabled until the next regularly scheduled meeting.

SUBJECT: Reports from Commissioners

Commissioner Miller reported on a press release that named Missouri as a selection for FEMA's Urban Search & Rescue Task Force. Commissioner Miller said that the significance of the task force is overwhelming and would mean a lot to the community and to the Boone County Fire District. She submitted the release for the Public Record.

Commissioner Miller had also received a copy of a transportation issue survey done by the State Senate and House of Representatives. The survey ranked the importance of different issues and identified their importance. Commissioner Miller reported she was surprised to note that an airport was a 65% priority to rural residents and held a 25% significance for urban residents. She also noted that traffic congestion, and light rail transportation would issues in urban areas, while rural areas felt that highway corridors were more important. She submitted the survey for the Public Record.

Commissioner Vogt reported that she had received a report from a constituent in Sturgeon who reported illegal dumping on Dinwiddie School Road. She suggested that the Solid Waste Commission coordinate a system so that all reports would be forwarded to Don Abell. Commissioner Vogt wanted to see the reports tracked and identified in hopes that information could be used to find a solution to illegal dumping.

Commissioner Vogt said she had met with the principal at the Two Mile Prairie School. He wanted to know if the County Commission would be interested in entering into an agreement with the school district for park area development. Commissioner Vogt said she felt that parks had been left off of the priority list and that the County should begin considering a Parks Committee.

Commissioner Stamper acknowledged the appointment of Naomi Cupp to the Governor's Council on Physical Fitness and Health. Ms. Cupp has been named as Executive Director.

He also asked Commissioner Miller to assess the situation created by a mature, gigantic pine tree at the Hill Creek and High Point intersection. The tree, he said, is in the right-of-way and has become a line of sight problem. The question has become trim now and remove later, or remove it now. He asked her to look into it.

Commissioner Stamper also reported on the Courthouse Square ceremony tentatively scheduled for dedication on June 12.

SUBJECT: Closed meeting for discussion of 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 pursuant to Section 610.021 (1) RSMo.

The meeting adjourned at 2:25 p.m. and the Commissioners opened the executive session.

Attest:

Don Stamper

Presiding Commissioner

Wendy S. Noren
Clerk of the County Commission

Karen M. Miller
District I Commissioner

Linda Vogt
District II Commissioner