

TERM OF COMMISSION: November Session of the August Adjourned Term

PLACE OF MEETING: Boone County Government Commission Chambers

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

The Acting Presiding Commissioner called the meeting to order at 1:35 p.m.

Subject: Award General Obligation Bonds

Commissioner Miller stated these are bonds for four neighborhood improvement districts.

Kay Murray, Boone County Treasurer and Jack Dillingham of U.S. Bancorp Piper Jaffray Inc. were present on behalf of this matter.

Mr. Dillingham stated this morning sealed bids were taken for the sale of the \$305,000 general obligation bonds. These are used by the County, from voter approved bond authority, to fund neighborhood improvement district projects. The bonds, although they are general obligation of the County, will be retired through special assessments leveled against those different neighborhood improvement districts. These four neighborhood improvement districts have recently completed road improvements.

Mr. Dillingham stated bids were taken on the bonds. An excerpt of minutes has been provided to the Commissioners that were prepared by bond counsel from the 10:30 a.m. bid opening. There were three bids received from three different banks. Included in the summary of the bids, United Missouri Bank had a net interest cost of \$72,956.51, which computes to a true interest cost of 3.908222%. This is the lowest and best bid. They have confirmed and checked this bid and are present at this meeting to advise the Commission that this is accurately prepared.

The second place bid was from Country Club Bank, with a net interest cost of \$74,213.07 and a true interest cost of 3.979024%. The third bid was from Commerce Bank, with a net interest cost of \$74,944.27 and a true interest cost of 4.017347%.

Mr. Dillingham stated there has been a good bidding market because of events in the Treasury. These bonds run from 2003-2012. The Commissioners have also received Schedule 1, which is what will be inserted into the resolution. The resolution has been available for public viewing for more than 24 hours.

The closing on this is November 15, 2001. On that date, United Missouri Bank will wire the balance of the purchase price because a good faith check was sent in with the bid for

\$6,100.00. The bond counsel will release the \$305,000 to them.

Commissioner Elkin moved to approve the resolution and order authorizing and directing the issuance, sale and delivery of \$305,000 principal amount of general obligation bonds, series 2001A, of Boone County, Missouri; prescribing the form and details of said bonds; providing for the levy and collection of an annual tax for the purpose of paying the principal and interest on said bonds as they become due; and authorizing certain other documents and actions in connection therewith. It is further ordered that the acting Presiding Commissioner be hereby authorized to sign said documents.

Commissioner Miller seconded the motion.

There was no discussion or public comment.

The motion passed 2-0. **Order 498-2001**

Subject: Purchasing Department

A. Second Reading and Award of Bid 54-02OCT01 (Engine Analyzer)

Marlene Ridgeway, Purchasing Department Buyer, present on behalf of this item.

Marlene Ridgeway stated the department is requesting award of this bid and the total cost of contract is \$36,275.15, including trade-in. The department is also requesting the disposal of the Bear Engine Analyzer. The amount budgeted for this bid was \$36,000 to be paid out of organization 2040 account 92300. The department has identified a savings in the budget to cover this overage of \$275.15.

Commissioner Elkin moved to award bid 54-02OCT01 for computerized diagnostic engine analyzer system and auxiliary components to Snap On Tools. The County Commission of the County of Boone does hereby authorized the disposal of a Bear Engine Analyzer, Model #40-902, Serial #O5E2 945.

Commissioner Miller seconded the motion.

There was no discussion or public comment.

The motion passed 2-0. **Order 499-2001**

B. Second Reading and Award of Bid 55-02OCT01 (Pre-Printed Envelopes)

Marlene Ridgeway stated these envelopes are for the Collector and Assessor's Offices. The Purchasing Department recommends award to Unisource. Total cost of the contract is \$5,034.50.

Commissioner Elkin moved to award bid 55-02OCT01 for pre-printed envelopes to Unisource.

Commissioner Miller seconded the motion.

There was no discussion or public comment.

The motion passed 2-0. **Order 500-2001**

B. First Reading of Bid 55-25SEP01 (Data Tape Cartridges)

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

Melinda Bobbitt stated the Purchasing Department received a request from Information Technology to issue a bid for the Furnishing and Delivery of Data Tape Cartridges. The bid was issued on September 6, 2001 and closed on September 25. Twelve bids were received for these tapes.

Upon completion of bid evaluations, Purchasing and the Information Technology Department recommend award to SCR, Inc. of Bridgeton, Missouri, for having the lowest and best bid meeting the minimum specifications. Total cost of contract is \$11,645.76. Budgeted dollars for this equipment from department #1170, account #23016 were \$13,160.

Commissioner Miller stated the bids were competitive.

There was no discussion or public comment.

Commissioner Miller stated this is a first reading and requested the Deputy County Clerk to schedule this for a second reading at the next available meeting with an appropriate order to award bid.

Subject: Court Administration/JJC – Second Reading and Public Hearing for Juvenile Accountability Incentive Block Grant

Commissioner Miller opened a public hearing on this budget amendment.

There was no one present for comments on this issue.

Commissioner Miller closed the public hearing.

Commissioner Elkin moved to approve the following budget amendment:

Department Account and Title	Amount Increase
1243-03411: Judicial Grants and Contracts – Federal Grant Reimb.	\$14,386.00
1243-10100: Judicial Grants and Contracts – Salaries	\$9,314.00
1243-10200: Judicial Grants and Contracts – FICA	\$713.00
1243-10300: Judicial Grants and Contracts – Health Insurance	\$661.00
1243-10325: Judicial Grants and Contracts – Disability Insurance	\$25.00
1243-10350: Judicial Grants and Contracts – Life Insurance	\$8.00
1243-10375: Judicial Grants and Contracts – Dental Insurance	\$65.00
1243-91300: Judicial Grants and Contracts – Machinery and Equipment	\$2,000.00
1243-71101: Judicial Grants and Contracts – Professional Services	\$1,600.00

This budget amendment is to establish the budget for Juvenile Accountability Incentive Block Grant for 2001-2002 Grant year for 2001 portion of the grant.

Commissioner Miller seconded the motion.

There was no discussion or public comment.

The motion passed 2-0. **Order 501-2001**

Subject: Sheriff’s Department

Captain Beverly Braun present on behalf of these items.

A. First Reading of Budget Amendment

Captain Braun stated the department is requesting through this budget amendment to set aside some of the block grants funds to purchase portable radios. They are working with the Purchasing Department on this issue.

Commissioner Miller stated this is just establishing a budget for this. Captain Braun stated this is correct.

Captain Braun stated the budget amendment is for \$8,065.

Commissioner Elkin asked what type of radios would be purchased. Captain Braun stated the radios are hand held with a shoulder microphone.

Commissioner Miller stated this is a first reading and requested the Deputy County Clerk to schedule this for a second reading at the next available meeting after the ten-day waiting period with an appropriate order for approval.

B. First Reading of Budget Revision for Razor Wire Installation

Captain Braun stated in August, the Sheriff's Department had communicated with Ken Roberts, Facilities Maintenance Manager, to have additional razor wire installed as a preventative measure at the jail. Captain Braun stated that Mr. Roberts received three bids. The razor wire has been installed. For some reason, there was a delay in having this presented to the Commission.

Commissioner Miller stated the Commissioners did have a discussion with Facilities Maintenance about which department budget should pay for this.

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

Subject: Public Works – First Reading of Right-of-Way Policy

Wendy Lister, Boone County Right-of-Way Agent and David Nichols, Boone County Public Works Design and Construction Manager, present on behalf of this issue.

Wendy Lister stated in putting this policy together, it was intended to establish a checks and balances procedure. The Right-of-Way Acquisition cost will be calculated as part of the project budget. The department will still request donation acquisitions but as part of the standard policy, they can do acquisitions by purchase.

The policy sets up a method for evaluation through historical information or by appraisal. The policy would allow the Right-of-Way agent to make offers based on the information as long as the offer is within the Right-of-Way budget. The offers would be made through a standard contract, which is used now. This contract is called Public Roadway and Utility Easement Acquisition Agreement.

The policy also provides for acquisition by eminent domain, if the acquisition cannot be acquired through voluntary means. This would be done through a resolution done by the Commission.

The Columbia Area Transportation Study Organization Metro Area Boundary Thoroughfare Plan has been incorporated into the Right-of-Way Policy, by reference only, to have a standard means of acquiring a right-of-way within the Metro Area

Boundary. A 66-foot corridor has also been established for outside the area.

General standards have also been established for property access maintenance. These specifically deal with maintaining access to driveways during construction. Fencing, landscaping, and mailboxes have also been included in the general standards. Utility relocation outside the right-of-way corridors has also been included.

This policy would give the Right-of-Way agent guidelines to follow and anything out of the ordinary would be brought in front of the Commission.

Commissioner Miller stated she still believes that if a piece of property is being improved by putting in a new road, then the right-of-way should be donated. It is frustrating that right-of-way has to be purchased. She believes that this policy gives Mrs. Lister guidance and believes this was well done.

Commissioner Elkin agreed with Commissioner Miller. He stated that he likes the aspect of working with the City of Columbia in future road projects. He believes that this will help the citizens of Boone County.

Commissioner Miller stated this is a first reading and requested the Deputy County Clerk to schedule this for a second reading at the Commission meeting in one week for approval with an appropriate order for adoption. By waiting one week, the public would be able to comment on this. Commissioner Miller also requested this policy be sent to local engineers for comment.

Subject: Planning and Building Inspection – First Reading of Land Use Planning and Water Restoration Grant (Bonne Femme Creek Watershed)

Bill Florea, Planning and Building Inspection Department, present on behalf of this issue.

Bill Florea stated the department is requesting to apply for the Non-Point Source Pollution Control Grant under section 319 of the Clean Water Act. The grant would extend over a four-year period. It would fund 1.2 FTE in the Planning Department. One FTE would be an urban conservationist, a position that would be filled. The 0.2 FTE would be from existing personnel.

The overall goal of the program is to reduce stream degradation caused by urbanization in the Bonne Femme and the Little Bonne Femme Watershed. On page nine of the proposal, there are three objectives listed.

Objective 1: Boone County, the City of Columbia, and the City of Ashland will adopt policies and procedures for the review and approval of new developments that will provide special protections for the Bonne Femme and the Little Bonne Femme watersheds.

Objective 2: Developers and builders will adopt best management practices (i.e. detention basins, grass swales, disconnected storm drain systems, stream buffers, construction site erosion control, sediment control, and watershed friendly lawn maintenance) for all new developments in the Bonne Femme and Little Bonne Femme watersheds.

Objective 3: Thirty landowners per year in the Bonne Femme and Little Bonne Femme watersheds will complete stream bank stabilization or on-site sewage up-grade projects (including multi-family collector systems).

Commissioner Miller asked, regarding Objective two, would there be a different set of subdivision standards in this watershed than the rest of the county. Mr. Florea stated that this is a possible outcome. The standards maybe adopted for these watersheds, based on the environmental sensitivity of the watershed. It could possibly provide a test case for application in other areas in the county in the future.

Mr. Florea stated the \$120,000 would come from a number of different sources. The Missouri Department of Conservation, Department of Natural Resources, City of Columbia, City of Ashland, Soil and Water Conservation District. Various non-profit organizations such as GRATO, Show Me Clean Streams, Friends of Rock Bridge and volunteer services. The cash match would come from the recipients of cost sharing grants, which includes \$80,000 per year for cost sharing to landowners that want to stabilize stream banks or improve their substandard wastewater systems. Mr. Florea stated the match would be a 60/40 match. The 40% cash match would come from the property owner.

Commissioner Miller stated the County would not have a cash match. Mr. Florea stated this was correct.

Commissioner Miller stated not only would the County have no cash match, the County would also be gaining a new employee.

Commissioner Elkin asked if the thirty landowners per year would begin from year one. Mr. Florea stated that was correct but it did not have to happen all within the first year. This process could be spread out.

Commissioner Miller stated this is a first reading and requested the Deputy County Clerk to schedule this for a second reading at the Commission meeting in one week to allow for public comment and at the second reading have an appropriate order for approval.

Subject: First Reading of Resolution for Overall Economic Development Program

Commissioner Elkin stated the Mid-Missouri Regional Planning Commission is involved in economic development in the Central Missouri region. This is a resolution giving the

approval for the Regional Planning Commission to apply for a designation as an economic development district.

The Regional Planning Commission and the Economic Development Committee have received a grant from Economic Development in Jefferson City to gather information on life sciences and biotechnology.

Commissioner Miller stated she believed this is a good idea.

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

Commissioner Reports

Commissioner Miller

Report of Industrial Development Authority

Commissioner Miller submitted for the public record the annual audit for the Industrial Development Authority.

Commissioner Elkin

Mid-Missouri Regional Planning Commission

Commissioner Elkin stated there was a meeting with the Regional Planning Commission. The board will start meeting at different counties and the counties where the meeting are held will give presentations on items and issues that are important to that particular county. This past week, the Cole County/Jefferson City GIS gave a presentation. Commissioner Elkin invited Ross Short, manager of the Boone County GIS Department, to attend. There are a couple of counties in the Regional Planning Commission that either do not have or are just getting started on a GIS Department.

Centralia High School Work Session with Junior Class

Commissioner Elkin stated he did the Lunch and Learn Program at Centralia High School last Friday. This is a program where during the lunch period, people from the community come in and give presentations. Commissioner Elkin did a presentation on a Planning and Zoning issue on Settler's Ridge. He presented the policies and the scenario. He made them vote on the issue. They asked many questions like about what the development would do to the wildlife, how much pollution there would be, and other questions. There were three lunch periods of twenty minutes each in which Commissioner Elkin gave the same presentation. All three lunch periods voted against

the development.

There was no public comment.

The meeting was adjourned at 2:12 p.m.

Attest:

Don Stamper
Presiding Commissioner

Wendy S. Noren
Clerk of the County Commission

Karen M. Miller
District I Commissioner

Skip Elkin
District II Commissioner