

TERM OF COMMISSION: January Session of the November 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 Skip Elkin  
Deputy County Clerk Shawna Victor

The meeting was called to order at 9:31 a.m.

**Subject: Sheriff's Department – First Reading of Hiring a Temporary Employee**

Major Warren Brewer was present on behalf of this item.

Major Brewer stated a Corrections Officer was called to active military duty and it is anticipated his leave would be through November 28, 2002. The Sheriff's Department is requesting the hiring of a replacement employee for this time while this employee is on active duty and would like to have the replacement employee be benefited.

Commissioner Elkin asked if the County has a payroll policy about paying this employee while he is on active duty. Major Brewer stated employees do not accrue anything while on leave but they are able to take any accrued vacation or sick leave while on active duty. This would be the only pay the employee would receive from the County while on active duty. The benefit package for this employee's family would be in effect while he is on duty.

Commissioner Miller stated the County normally does not pay benefits for temporary employees that she can recall, so this request would be a change in policy.

Major Brewer stated Commissioner Miller is correct in the fact the County usually does not pay benefits for temporary employees but temporary employees are on a short-term basis.

Commissioner Stamper 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.

**Subject: Purchasing Department**

Marlene Ridgeway, Purchasing Department Buyer, was present on behalf of these items.

**A. Second Reading and Award of Bid 67-20DEC01 (Installation of Radio and Auxiliary Equipment)**

Marlene Ridgeway stated the recommendation of award is to Team Electronics.

Commissioner Elkin moved to award bid 67-20DEC01 for the installation of radio and auxiliary equipment to Team Electronics.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 27-2002**

**B. First Reading of Bid 71-26DEC01 (Motorgraders)**

Marlene Ridgeway stated she and the Public Works Department have reviewed the above referenced bid responses and have determined that Tri-State Construction Equipment Company submitted the lowest and best bid meeting the minimum specifications. Total contract price for two John Deere 672CH Motorgraders including trade-in is \$276,500.00. Amount budgeted for these items are \$294,000.00

The department is also requesting at this time the approval of disposal through trade-in of two John Deere 670B Motorgraders fixed asset tag numbers 7995 and 7997.

Commissioner Stamper 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 award and disposal of fixed assets.

**C. First Reading of Bid 72-26DEC01 (Utility Service Trucks)**

Marlene Ridgeway stated she and the Public Works Department have reviewed the above referenced bid responses and have determined that Midway Ford Truck Center submitted the lowest and best bid meeting minimum specifications. They are recommending award for one (1) 2002 Ford F550 4x4 Truck including all alternates with the exception of alternate 11; optional equipment of Auto Crane 2003 series and Miller Bobcat 225NT welding machine and less trade-in for the total price of \$62,996.70. Also one (1) 2002 F450 4x4 Truck including all alternates; optional equipment of a Miller Bobcat 225NT welding machine; less the trade-in for the total price of \$43,639.70.

The total contract price is \$106,636.40. \$147,000.00 was originally budgeted for this purchase.

The department is requesting at this time the approval of the disposal through trade-in a 1993 F350 with a 9' Utility body and a 1988 F250 with a 9' utility body and a Renegade hydraulic utility arm.

Commissioner Stamper asked about the mileage on these vehicle being requested for disposal. Sam Amick, Boone County Public Works, stated one vehicle has 190,000 miles and the other has 187,000.

Commissioner Stamper 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 award and disposal of fixed assets.

**Subject: Health Trust – Second Reading and Public Hearing of Budget Amendment**

Commissioner Miller moved to approve the following budget amendment:

| Department Account and Title        | Amount Increase |
|-------------------------------------|-----------------|
| 6010-03530: Internal Service Charge | \$4,500.00      |
| 6010-03712: Long-term Interest      | \$1,275.00      |
| 6010-71050: Insurance Claims        | \$9,200.00      |
| 6010-71104: Administrative Services | \$1,000.00      |

Said budget amendment is to cover the self-dental trust shortfall.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 28-2002**

**Subject: Public Administrator – Second Reading and Approval of Budget Revision (Computer Software)**

Commissioner Elkin moved to approve the following budget revision:

| Department Account and Title  | Amount Decrease | Amount Increase |
|-------------------------------|-----------------|-----------------|
| 1200-71105: Legal Services    | \$250.00        |                 |
| 1200-91302: Computer Software |                 | \$250.00        |

Said budget revision is to cover the purchase of computer software for the Public Administrator’s Office.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 29-2002**

**Subject: Facilities Maintenance – Second Reading and Approval of Budget Revision**

Commissioner Stamper moved to approve the following budget revision:

| Department Account and Title        | Amount Decrease | Amount Increase |
|-------------------------------------|-----------------|-----------------|
| 6100-86800: Emergency               | \$2,240.00      |                 |
| 6100-37220: Mileage                 | \$150.00        |                 |
| 6100-37230: Meals                   | \$700.00        |                 |
| 6100-59105: Tires                   | \$500.00        |                 |
| 6100-71101: Outside Services        | \$500.00        |                 |
| 6100-10100: Salary                  | \$9,010.00      |                 |
| 6100-23035: Maintenance Supplies    |                 | \$2,000.00      |
| 6100-48050: Cellular Communications |                 | \$1,000.00      |
| 6100-48100: Natural Gas             |                 | \$1,700.00      |
| 6100-60200: Equipment Maintenance   |                 | \$8,400.00      |

Said budget revision is to cover costs of unforeseen conditions during the last quarter of 2001.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 30-2002**

**Subject: Information Technology – Second Reading and Approval of Budget Revision**

Commissioner Miller moved to approve the following budget revision:

| Department Account and Title | Amount Decrease | Amount Increase |
|------------------------------|-----------------|-----------------|
| 1170-71100: Outside Services | \$4,000.00      |                 |
| 1170-23016: Magnetic Media   |                 | \$4,000.00      |

Said budget revision is to cover shortage for remaining 2001 payments.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 31-2002**

**Subject: Assessor's Office – First Reading of Request to Approve of 2002-2003 Boone County Assessment Maintenance and Equalization Plan**

Tom Schauwecker, Boone County Assessor, was present on behalf of this item.

Tom Schauwecker stated the Assessment fund is separate from the General Revenue fund. Approximately half of the revenue for the Assessment fund comes from State reimbursement, \$6.20 per parcel. As required by law, the Assessor's Office must look two-years in advance, not only financially but for project completion of equalization and maintain values throughout Boone County. The highlight for 2002 is the combination of all contiguous parcels. The parcel count has remained the same at 52,000 but they will be asking the State to increase the parcel count to 55,000. This would result in an additional \$18,000 to \$20,000 per year. Another highlight for 2002 is the bid for aerial photography and updating the digital orthophoto maps.

Mr. Schauwecker stated the Commissioners have the 2002 budget as approved for the Assessment fund and has been redone for the State's budget. This is an important planning tool for the Assessor and for the State in what liabilities they will have related to Boone County's cost share. The figures for 2003 have been increased by 2-3%. This plan will be modified after the approval of the 2002 budget for the County.

Mr. Schauwecker stated the County Commission is required to approve this document before February 1 and if it is not approved then funding from the State is in jeopardy.

Commissioner Stamper asked about the parcel count that is listed in the plan. Mr. Schauwecker stated the County has been stable at 52,000 parcels. He discussed the increase in parcel numbers when apartments were made into condominiums.

Commissioner Miller asked if Mr. Schauwecker had planned on keeping the GIS files updated. Mr. Schauwecker stated he would be keeping these files as current as possible.

Commissioner Elkin asked Mr. Schauwecker to explain field personnel. Mr. Schauwecker stated field personnel measure and photograph new construction and review existing property values, it would be the appraisal staff. There are currently four appraisers but six appraisers are in the budget.

Commissioner Stamper 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: Clerk's Office**

**A. Accept Certification of Candidate for Hospital Trustee of Boone County**

Commissioner Stamper stated there has been a posting period for this position and there was only one applicant for the open position.

Commissioner Stamper moved to accept the following certification:

I, Wendy S. Noren, County Clerk and Election Authority in and for the County of Boone, State of Missouri, hereby certify that at the close of filing for Hospital Trustee of Boone County, Missouri at 5:00 p.m. on January 15, 2002 the number of candidates filed for the position of Hospital Trustee equals the number of positions to be elected. I further certify that the notice provided for in subsection 5 of section 115.127 has been published in at least one newspaper of general circulation in the County. Pursuant to the provision of 115.124.1 RSMo., no election shall be held for such office and the candidate, Robert McDavid shall assume the duties of his office at the same time and in the same manner as if he had been elected at the April, 2002 election.

Given under my hand and seal this 18<sup>th</sup> day of January, 2002.

/s/ Wendy S. Noren  
County Clerk and Election Authority  
County of Boone, State of Missouri

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **32-2002**

**B. Accept Certification of Candidates for Centralia Special Road District**

Commissioner Elkin moved to accept the following certification:

I, Wendy S. Noren, County Clerk and Election Authority in and for the County of Boone, State of Missouri, hereby certify that at the close of filing for Commissioner of the Centralia Special Road District of Boone County, Missouri at 5:00 p.m. on January 15, 2002 the number of candidates filed for the position of Commissioner equals the number

of positions to be elected. I further certify that the notice provided for the in subsection 5 of section 115.127 has been published in at least one newspaper of general circulation in the District. Pursuant to the provision of 115.124.1 RSMo., no election shall be held for such office and the candidate, Gary Riedel shall assume the duties of his office at the same time and in the same manner as if he had been elected at the April, 2002 election.

Given under my hand and seal this 18<sup>th</sup> day of January, 2002.

/s/ Wendy S. Noren  
County Clerk and Election Authority  
County of Boone, State of Missouri

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 33-2002**

**Subject: Appointments to Boards or Commissions**

**A. Vicious Dog Board**

Commissioner Stamper moved to appoint Elizabeth S. Hussey to the Vicious Dog Board for a term that will expire on November 30, 2004.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 34-2002**

**B. Building Code Board of Appeals**

Commissioner Stamper moved to appoint Jim Wharton to the Building Code Board of Appeals for a term that will expire on December 31, 2006.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 35-2002**

**Commissioner Reports**

*Commissioner Stamper*

*City of Columbia/Boone County Board of Health Meeting*

Commissioner Stamper stated at the meeting, the Board of Health requested the Commissioners to review modifications to the Vicious Dog Ordinance and the Insurance. Also, they will be working with John Patton, County Counsel, on an Automated External Defibrillator (AED) Ordinance. The Board is excited about the progress being made with the Health Facilities.

*Letter from Department of Natural Resources (Trail Development on Howard Redden Road)*

Commissioner Stamper stated the Commission received a letter from the Missouri Department of Natural Resources regarding trail development on Howard Redden Road. This is submitted to the Public Record.

Commissioner Miller stated there has been some conflict between the neighbors and who has the right to do what with the land.

*Letter from JCIC (Damage Assessment Training)*

Commissioner Stamper stated he received a letter from JCIC. They are teaching the SEMA/FEMA course on damage assessment training. This is for those who do damage assessment after a disaster.

*Commissioner Miller*

None to report at this time.

*Commissioner Elkin*

None to report at this time.

There was no public comment.

The meeting was adjourned at 10:01 a.m.

Attest:

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Don Stamper  
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