

TERM OF COMMISSION: September Session of the August 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 9:31 a.m.

**Subject: Purchasing Department**

Melinda Bobbitt, Purchasing Department Director, was present on behalf of these items.

**A. First Reading of Bid 52-27AUG03 (Duplicating Services Term and Supply)**

Melinda Bobbitt stated the bid for Duplicating Services Term and Supply was issued on August 12, 2003 and closed on August 27, 2003. One bid was received. The Purchasing Department and the Purchasing Committee recommend award to U.S. Reprographics.

This is a county-wide term and supply contract, account 60400 – Printing.

Commissioner Miller asked why only one bid was received. Mrs. Bobbitt stated Mail and More said they did not receive a copy of the bid. The County's Web Administrator checked to see if there were any problems and he could not find any.

Commissioner Miller asked if there is an amount for white paper. Mrs. Bobbitt stated there is a price for white paper.

There was no further discussion on this item.

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 Bid 56-21AUG02 (Oakland Church Road Safety Project)**

Melinda Bobbitt stated the Public Works and Purchasing Departments have reviewed the responses received for the above referenced bid. They recommend award to C. L. Richardson Construction Company for having the lowest and best bid meeting the minimum specifications. The total contract amount is \$76,834.30 to be paid from organization 2045 account 71100. The amount budgeted for this project was \$80,000.00.

There was no further discussion on this item.

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.

**C. First Reading of Bid 57-21AUG03 (Brushwood Lake Road Box Culvert)**

Melinda Bobbitt stated the Public Works and Purchasing Department have reviewed the responses received for the above referenced bid. They recommend award to Widel, Inc. for having the lowest and best bid meeting the minimum specifications. The total contract amount is \$201,089.30. The engineer's estimate for this project was \$202,000.00.

There was no further discussion on this item.

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.

**C. First Reading of Bid 40-05AUG03 (Needs Assessment)**

Melinda Bobbitt welcomed Roland Meinert, who was on the evaluation committee.

Melinda Bobbitt stated the Proposal for a Needs Assessment to provide to the Boone County Mental Health Board closed on August 5, 2003. A total of two proposals were received. The evaluation committee consisted of Mary Louise Bussabarger, Commissioner Skip Elkin, Timothy C. Harlan, Nancy Howard, Roland Meinert, and Robert Whittet.

Both providers presenting their proposals to the Mental Health Board on August 11, 2003. After review, the evaluation committee decided to enter into negotiations with Behavioral Health Concepts (BHC) and a *Best and Final Offer* was mailed to this firm. BHC presented their *Best and Final Offer* response to the evaluation committee on August 26, 2003. Following further review, the committee recommends award to Behavioral Health Concepts for offering the best match for Boone County for this project.

This contract will be paid out of department 2090 – Hospital Profit Share, account 71101 – Professional Services. The total contract award is \$49,528.82. The original budget for this project was \$50,000 and \$50,615 remains in that account.

Roland Meinert stated both the University of Missouri School of Public Affairs (SPA) and Behavioral Health Concepts (BHC) submitted proposals that were responsive to the requirements set forth in the RFP. Both proposals were evaluated independently by a sub-

committee of the Mental Health Board using a point system with 100 being the maximum score. BHC received 85 points and SPA received 71 points. In the area of organizational expertise and experience, BHC scored the highest on the basis of prior projects successfully completed. As a newer entity, SPA was comparatively the weaker of the two proposals. Core staff from the BHC would spend more of their total workload on the project than SPA. The BHC proposal included more coverage about the mental health needs of children than the SPA proposal.

The first proposal from BHC came in over the \$50,000 allotted for the project. The revised proposal was under the \$50,000 amount but did not compromise the quality of the effort or the eventual utility for which the needs assessment was being conducted. When both proposals were evaluated independently and comparatively, the proposal from BHC ranked the highest.

The Committee felt confident that the objectives of the needs assessment as conducted by BHC would be conducted in a timely fashion.

Commissioner Elkin stated that he was on the evaluation committee. He believes both groups would have completed the project acceptably but it seemed that BHC had more experience in this particular area.

Commissioner Miller asked if a Community Services Advisory representative and a United Way representative would be included in developing the questions. This had been previously discussed. She had also sent a letter to the Board requesting their participation. Commissioner Elkin stated BHC went into detail about how they would engage the community in the assessment.

Mr. Meinert noted there would be focus groups with consumers and providers. There is also an agreement that the project will not be micromanaged by the Board but as the questionnaires are developed, the Board will review the questionnaires.

Commissioner Elkin stated Community Services would be a great avenue for them to go.

Commissioner Miller requested Community Services Advisory and the United Way be included in the questionnaire development.

There was no further discussion on this item.

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.

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

Commissioner Miller moved to approve the following budget amendment:

<b>DEPARTMENT ACCOUNT AND TITLE</b>	<b>AMOUNT INCREASE</b>
2500-91300: Sheriff Forfeiture Fund – Machinery and Equipment	\$3,313.00

Said budget amendment is to increase said expenditure account for the purchase of Tasers.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 425-2003**

**Subject: Public Works – Second Reading and Approval of Contract with Trabue Hansen and Hinshaw (Andrews Lane Project)**

Commissioner Elkin moved to approve the Proposal for Consultant Services with Trabue, Hansen and Hinshaw for the Andrews Lane Storm Drainage Project.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 426-2003**

**Subject: Collector’s Office – Tax Sale Surplus**

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

Patricia Lensmeyer stated the Commissioners have been presented a report outlining the surplus dollars resulting from this year’s annual delinquent tax sale. It is a formality that she comes before the Commission to request authorization to move the funds from the Collector’s fund to the Treasurer to be held for the benefit of the school district if the funds are unclaimed after 7 years.

Mrs. Lensmeyer noted the sum of the funds being requested for transfer is \$30,740.22.

The report outlines the sale of nine properties. Each property had a surplus amount.

There is one property where the surplus has already been claimed by the owner. All of the surplus funds are held for the owners, they are entitled to the surplus. If they redeem the property, most owners will use the surplus amount to redeem the property but they do not have to do that.

The property owner has two years to redeem the property from this year's tax sale. This law will be changing and next year a property owner will only have one year to redeem the property.

The surplus money is turned over to the school districts if it is unclaimed after seven years.

There was no further discussion.

Commissioner Elkin moved to authorize the transfer of funds (\$30,740.22) from the tax sale surplus of delinquent lots and lands to the County Treasurer's Office.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 427-2003**

**Subject: Planning and Zoning – First Reading of Budget Amendment**

Bill Florea, County Planner, was present on behalf of this item.

Bill Florea stated this is a budget amendment to establish an account for the Bonne Femme Watershed Planning Grant that was awarded to the County. This is for the 2003 portion of the grant. The entire amount is reimbursable expenses through the grant. The budget amendment will authorize the County to spend the funds and then the County can apply for reimbursement through the Department of Natural Resources.

Commissioner Miller asked if someone has been hired for this position. Mr. Florea stated currently the department is taking applications, interviews are scheduled for September 24, 2003, and they hope to have this position filled by the middle of October.

There was no further discussion on this item.

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

**Subject: First Reading of Applewood Creek Neighborhood Improvement District**

**Budget Amendment**

Commissioner Miller stated this budget amendment is establishing an expenditure account for the Applewood Creek Neighborhood Improvement District. The landowners in the NID can either pay up front or make payments over the 10-year period. The funds are coming from a bond that was done for NIDs.

The outside services account will be increased by \$112,240. The administrative services account will be increased by \$5,581. The interest expenses account will be increased by \$6,807. The public notices account will be increased by \$80.

There was no further discussion on this item.

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

**Subject: Treasurer’s Office**

**A. Second Reading and Public Hearing for Approval of Budget Amendment (Courthouse Square Project)**

Commissioner Miller moved to approve the following budget amendment:

<b>DEPARTMENT ACCOUNT AND TITLE</b>	<b>AMOUNT INCREASE</b>
2002-03830: Courthouse Square – Sales	\$7,500.00
2002-71101: Courthouse Square – Engraving of Tiles	\$4,500.00
2002-71101: Courthouse Square – Grouting of Tiles	\$500.00
2002-84300: Courthouse Square – Advertising	\$600.00

Said budget amendment is for the Courthouse Square Block of Times Project.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 428-2003**

**B. First Reading of Budget Revision (LEPC)**

Commissioner Schnarre stated this budget revision is requesting a total of \$3,100 be transferred between accounts for the Local Emergency Planning Committee to purchase coveralls for personnel.

The Commissioners requested Kay Murray, Boone County Treasurer, be present at the next meeting to discuss this budget revision.

There was no further discussion on this item.

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 a voluntary annexation of approximately 23.54 acres of land owned by Whitten-Anna Sue Lentz Trust; located at the terminus of Shamrock Drive.

#### *Boone Electric Cooperative C.A.S.H./H.E.L.P Program*

Commissioner Schnarre stated the beginning balance of the C.A.S.H. program on August 1, 2003 was \$75,244.17. Donations during August were \$2,115.09, interest was \$24.96 and disbursements were \$2,011.53. The end balance was \$75,382.69.

The beginning balance of the H.E.L.P. program on August 1, 2003 was \$20,986.43. Donations during August were \$1,607.06, interest was \$6.96 and disbursements were \$302.92. The end balance was \$22,297.53.

There were six families that used the C.A.S.H. program in August and four families that used the H.E.L.P program in August.

*Commissioner Miller*

#### *Southern Boone County Fire Protection District*

Commissioner Miller stated the Southern Boone County Fire Protection District had not received the lease with the Boone County Sheriff's Department. Deputy County Clerk Shawna Victor stated she would look into this issue.

*Commissioner Elkin*

*Airport Advisory Board*

Commissioner Elkin stated the Young Eagles event will be held on September 27, 2003 at the Airport.

On November 1, 2003, the number of flights at the Airport will be reduced. This is because of the cut backs being done by American Airlines.

The Airport has received a subsidy from the City, the Chamber, and REDI. The amount of the subsidy is \$13,000 for 90 days. This will pay for the hotel and lodging for the flight crew that comes in from the late night flight.

*Boone County Group Homes*

Commissioner Elkin stated he attended the Boone County Group Homes meeting last week. He asked if their funding came from the State. They informed him their funding comes from property taxes so the State cutbacks will not affect the Group Homes.

They have acquired a new building on Apple Tree Drive in south Columbia.

Boone County Group Homes will be holding their annual picnic on September 18, he believes at 5:30 p.m. at Bethel Park.

**Public Comment**

David Flottman, 5531 E. Rocky Mountain Ave., Columbia, and Jack Donelon, 578 N. Grace Lane, Columbia, came before the Commission to discuss their concerns with traffic and speeding problems in the Lake of the Woods Subdivision area; Grace Lane, Teton Drive, Rocky Mountain Avenue, and other roads in the area. They requested the Commission develop a policy to control development in the City of Columbia via a County maintained road.

They also had concerns about commercial trucks using the roads in the subdivision for current development.

There is a lot of property in this area that is being developed and they would like to have their concerns addressed.

The Commissioners noted this is an issue that has been going on for a while. They would do the best they can to help take care of the concerns brought forward today.

There was no further public comment.

The meeting adjourned at 10:28 a.m.

Attest:

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Keith Schnarre  
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