

TERM OF COMMISSION: July Session of the July 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 9:30 a.m.

Subject: Public Works

A. First Reading of Petition to Vacate a Portion of Hallsville-Centralia Road

David Piest, County Surveyor, was present on behalf of this item.

David Piest stated this is a section of road formerly known as the Hallsville-Centralia Road and last known as County Road 181. It took a while to figure out that this is not a part of Old Highway 124. This section of road is owned by Ray Nichols. The section of the road immediately to the south of this section has already been vacated. He will tour the area before the second reading in October.

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

B. Second Reading to Establish Summers Lane Neighborhood Improvement District

John Watkins, Project Development Manager, was present on behalf of this item.

John Watkins stated this is the second reading to establish the NID.

Commissioner Miller asked where this is located. Mr. Watkins stated this is located off Olivet Road.

There was no further discussion on this item.

Commissioner Elkin moved to accept the following certification:

I, Wendy S. Noren, County Clerk in and for the County of Boone, State of Missouri, hereby certify that the attached petitions contain the signatures of the property owners who own property equal to at least two-thirds by area of all real property located within the

proposed **Summers Lane Neighborhood Improvement District** and no petitioner is delinquent in County real estate taxes.

In testimony whereof, I have hereunto set my hand and affixed the seal of the County of Boone, State of Missouri, this 6th day of **July**, 2004.

/s/ Wendy S. Noren
County Clerk
Boone County, Missouri

(seal)

In that the attached petitions meet the requirements set forth in section 67.457.3 RSMo. and Commission Order #424-91 for the formation of neighborhood improvement districts, the county Commission hereby approves the advisability of the improvement and orders the establishment of the **Summers Lane Neighborhood Improvement District** to be described as follows:

NE 1/4 Section 23, T 48 N, R 12 W as described by Warranty Deed, recorded in Book 1872, Page 206, being tract one (1) of survey recorded in Book 1144, Page 198, Boone County, Missouri records.
NE 1/4 Section 23, T 48 N, R 12 W as described by Warranty Deed, recorded in Book 1600, Page 455, being tract two (2) of survey recorded in Book 1144, Page 198, Boone County, Missouri records.
NE 1/4 Section 23, T 48 N, R 12 W as described by Warranty Deed, recorded in Book 1592, Page 409, being tract three (3) of survey recorded in Book 1144, Page 198, Boone County, Missouri records.
NE 1/4 Section 23, T 48 N, R 12 W as described by Quit Claim Deed, recorded in Book 2449, Page 112, being tract four (4) of survey recorded in Book 1144, Page 198, Boone County, Missouri records.
NE 1/4 Section 23, T 48 N, R 12 W as described by Warranty Deed, recorded in Book 1200, Page 175, being tract five (5) of survey recorded in Book 1144, Page 198, Boone County, Missouri records.
NE 1/4 Section 23, T 48 N, R 12 W as described by Warranty Deed, recorded in Book 2095, Page 658, being tract six (6) of survey recorded in Book 1144, Page 198, Boone County, Missouri records.

The final cost of the improvement shall not exceed the estimated cost of **\$73,266.00** by more than twenty-five percent (25%). The County Commission hereby orders the County Public Works Director to make plans and specifications for the proposed project and file said plans and specifications with the County Clerk of Boone County, Missouri.

The Commission further **orders** that the improvement costs shall be assessed equally

against each parcel described on Exhibit "A" attached hereto and shall be payable in not more than ten (10) substantially equal annual installments in accordance with the laws of the State of Missouri and consistent with the administrative policies of the County of Boone, and the clerk shall prepare an assessment list and notify the property owners of a public hearing on the proposed improvement.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 262-2004**

Mr. Watkins requested the public hearing for this NID be set at the next meeting. There was no objection to this request.

Subject: Purchasing Department

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

A. Second Reading and Approval of Amendment #2 to Bid 01-14JAN3 (Grading MKT Trail – Term and Supply)

Melinda Bobbitt stated this amendment will add additional heavy equipment to the contract. This term and supply contract will be paid out of department 1610 – Parks and Recreation, account 60400 – Grounds Maintenance.

Commissioner Miller moved to approve Amendment #2 for bid 01-14JAN03 for Grading MKT Trail – Term and Supply.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 263-2004**

B. Second Reading and Award of Bid 35-17JUN04 (Nuts, Bolts and Washers Term and Supply)

Melinda Bobbitt stated Purchasing and the Public Works department recommend award to Fastenal Co., the low bidder.

This is a Term and Supply contract which will be paid out of department 2040-Maintenance Operations, account 60200-Equipment Repairs and Maintenance. The original budget was \$258,000.

Commissioner Elkin moved to award bid 35-17JUN04 for Nuts, Bolts and Washers – Term and Supply to Fastenal Company.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 264-2004**

C. Second Reading and Award of Bid 30-10JUN04 (Wilcox Road Realignment)

Melinda Bobbitt stated the recommendation is to award to CL Richardson for submitting the lowest bid.

The contract award is for \$50,113.65 with a contingency of \$5,000.00 for a total Purchase Order amount of \$55,113.65 for department 2041-Public Works Special Maintenance Projects, account 71100-Outside Services.

Commissioner Miller moved to award bid 30-10JUN04 for the Wilcox Road Realignment project to C. L. Richardson Construction Company.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 265-2004**

D. First Reading of Bid 32-24JUN04 (Scott Blvd Improvement Project)

Melinda Bobbitt stated The Public Works Department and the Purchasing Department have reviewed the bid responses received for the Scott Boulevard Improvement Project. We recommend award to C. L. Richardson Construction Company for submitting the lowest bid.

The contract award is for \$546,648.40 with a contingency of \$54,664.84 for a total Purchase Order amount of \$601,313.24 for department 2045, account 71100. The original budget was \$550,000.00.

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.

E. First Reading of Bid 34-14JUN04 (Scrap Metal)

Melinda Bobbitt stated the bid for the Sale of Scrap Metal closed on June 14, 2004. Two bids were received. Purchasing and the Public Works department recommend award to Central Metals Recycling, the bidder offering the highest price per ton.

This is a Term and Supply contract. The funds received from the sale of scrap metal will be deposited in department 2049-Public Works Administration, account 3830.

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.

F. First Reading of Bid 41-22JUN04 (Upgrade and Maintenance of Video Arraignment Equipment)

Melinda Bobbitt stated The Bid for the Upgrade and Maintenance of Video Arraignment Equipment opened on June 22, 2004. Two bids were received. Purchasing and the Court House Information Technology department recommend award to Integrated Solutions Group for submitting the low bid.

The award is for the Base Bid for \$12, 700 and Alternate Bid One for annual maintenance of \$2,539 for a total contract price of \$15,239. The department number is 1230 – Jury Services and Court Costs and the account numbers are as follows:

	<u>Contract</u>	<u>Original Budget</u>
Account 60050 – Equipment Service Contract	\$2,539	\$4,795
Account 92301 – Replacement Computer Hardware	\$12,700	\$14,000

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

A. Second Reading and Public Hearing for Approval of Budget Amendment

Commissioner Elkin moved to approve the following budget amendment:

DEPARTMENT ACCOUNT AND TITLE	AMOUNT INCREASE
2540-71100: Sheriff Civil Process Fund – Outside Services	\$650.00

Said budget amendment is to establish a budget for the Corrections Sergeant testing.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 266-2004**

B. First Reading of Contract with CH Allied Services, Inc.

Sheriff Ted Boehm was present on behalf of this item.

Sheriff Boehm stated this is an agreement between the County and Boone Hospital Center. He believes they have gone out of their way to assist the Sheriff's Department with the items mentioned in the agreement and with equipment, such as an EKG machine and IV drip equipment, and nursing. All is going as planned for the future of inmate health care. This is on course because of the hospital trustees and the Commission working together.

He believes that if this course is maintained with the hard work then he will be bringing agreements forward with the other hospitals.

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.

C. First Reading of Budget Amendment

Deputy Sheriff Tracy Perkins was present on behalf of this item.

Sheriff Boehm stated this is for the DARE Program for the participation in the DARE

Camp and to purchase items to be used in the DARE Program during the Fall 2004 school semester.

Deputy Perkins stated the Columbia Police Department asked the Boone County Sheriff's Department to participate in the DARE Camp in Holts Summit. This is a joint law enforcement camp, including two other agencies. The department will take eight students, one from each County school, to participate. The cost will be \$70 per child. The cost will take care of food and transportation to the Camp. The department is excited in participating.

Deputy Perkins explained how the children were selected to participate.

Commissioner Elkin asked if this is a one day camp. Deputy Perkins stated this is a four day camp, Monday through Thursday with a ceremony the last day. There will be a community project building picnic tables. There will be activities to show children that they can be active and still make positive choices.

Commissioner Elkin asked where this is located in Holts Summit. Deputy Perkins stated she is not sure of the location. She does know it is at a camp site and there is a lake. She has never been there but has seen pictures. There is an air conditioned facility for meals. The participants do not stay overnight.

The Columbia Police Department will be making a video and she will be happy to give the Commissioners a copy of the video.

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.

Subject: Juvenile Justice Center

Kirk Kippley, Juvenile Justice Center Superintendent, was present on behalf of these items.

A. Second Reading and Public Hearing for Approval of Budget Amendment Accept Juvenile Accountability Incentive Block Grant (JAIBG) Award

Commissioner Miller moved to approve the following budget amendment:

DEPARTMENT ACCOUNT AND TITLE	AMOUNT INCREASE
1243-03411: Judicial Grants and Contracts – Federal Grant Reimbursement	\$901.00
1243-22500: Judicial Grants and Contracts – Publications	\$632.00
1243-91300: Judicial Grants and Contracts – New Equipment	\$269.00

Said budget amendment is to establish a budget for the Juvenile Accountability Incentive Block Supplemental Grant for 2004 Year.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 267-2004**

B. First Reading of Budget Amendment

Kirk Kippley stated this budget amendment is for the 2004-2005 grant year, which is October 1 through September 30, for the Juvenile Accountability Incentive Block Grant for the 2004 fiscal year. This is an annual budget amendment and grant. This is the grant that pays for the art teacher.

Commissioner Miller stated this grant is questionable with the new Congress. Mr. Kippley stated it is questionable as to what will happen October 1, 2005. The last he heard was they would be receiving a large cut.

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 after the

required 10 day waiting period with an appropriate order for approval.

Subject: Circuit Court – First Reading of Budget Amendment

Kathy Lloyd, Court Administrator, was present on behalf of this item.

Kathy Lloyd stated this is a budget amendment for an annual grant for the probation services enhancement for the juvenile office. This grant funds two juvenile probation officer positions. The grant cycle is July 1, 2004 to June 30, 2005.

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 after the required 10 day waiting period with an appropriate order for approval.

Subject: Information Technology – First Reading of Budget Revision

Michael Mallicoat, Information Technology Director, was present on behalf of this item.

Michael Mallicoat stated the FBI has mandated changes for MULES access that requires the use of software on each user's PC called TN3270 Plus. IT was notified of this mandate with a very short lead time. MULES users in the Prosecuting Attorney's office and the Sheriff's Department access this system for information critical to their daily operations. Rather than risk MULES access being cut off, IT went ahead and installed this software and trained the users before the imposed deadline.

This new software has provided more secure and stable connections to MULES. Users are pleased with the improved performance. Technical support requirements have been substantially reduced.

Since the cost was not budgeted in FY04, the department is submitting a budget revision for 26 MULES users and one for technical support staff. The initial cost is \$1,245.04 for licenses and \$188.32 for the first years' maintenance. The total for the budget revision is \$1,246.00. This will be covered from savings in the IT software services budget (70050), realized from unused Government Center AS/400 software maintenance.

Mr. Mallicoat thanked Aron Gish, Systems Analysis Supervisor, for his work on installing the new software. The department has received thank you letters from Bonnie Adkins in the Prosecuting Attorney's office and Captain Beverly Braun of the Sheriff's Department.

Commissioner Elkin asked what kind of notification was given to the County. Mr. Mallicoat stated the department asked the Highway Patrol about this and they said they had communicated this information to the Prosecuting Attorney and Sheriff. Neither

department had record of this information.

Commissioner Miller stated there was a break down in communication somewhere but luckily the County was able to have the software installed in time.

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.

Subject: Assessor’s Office – Second Reading and Approval of Budget Revision

Commissioner Elkin moved to approve the following budget revision:

DEPARTMENT ACCOUNT AND TITLE	AMOUNT DECREASE	AMOUNT INCREASE
2010-86800: Assessor’s Office – Emergency	\$400.00	
2010-91100: Assessor’s Office – Furniture and Fixtures		\$400.00

Said budget revision is for the purchase of a new chair.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 268-2004**

Subject: Appointment to Road and Bridge Advisory Committee

Commissioner Miller stated Mr. Graves was serving on the Road and Bridge Advisory Committee but moved to the Missouri Township. There had been an opening on the Missouri Township and the Commission will allow Mr. Graves to fill that vacancy.

Commissioner Miller moved to appoint Daniel W. Graves of the Missouri Township to the Road and Bridge Advisory Committee for a term that will expire on February 28, 2008.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 269-2004**

Subject: Authorize Closed Session (610.021.3 RSMo.)

Commissioner Elkin moved to authorize a closed session on Thursday, July 8, 2004 at 4:00 p.m. The meeting will be held in Room 243 of the Roger B. Wilson Boone County Government Center at 801 E Walnut, Columbia, Missouri, as authorized by 610.021(3) RSMo. to discuss hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 270-2004**

Commissioner Reports

Commissioner Schnarre

Notice of Voluntary Annexation

Commissioner Schnarre stated the County has been notified of a voluntary annexation of 1.0 acres of land owned by Leroy H. Strube, located on the north side of St. Charles Road just east of Upland Creek Road.

Commissioner Miller

Commissioner Miller stated the County extends their thought to Bill Watkins and his family for the loss of their son

Commissioner Elkin

No reports at this time.

There was no public comment.

The meeting adjourned at 9:58 a.m.

Attest:

Keith Schnarre
Presiding Commissioner

Wendy S. Noren
Clerk of the County Commission

Karen M. Miller
District I Commissioner

Skip Elkin
District II Commissioner