

TERM OF COMMISSION: September 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: Juvenile Justice Center**

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

**A. First Reading of Budget Revision**

Kirk Kippley stated this budget revision is to transfer \$403 between accounts for the purchase of resource videos and equipment for the medical office. This is grant funds.

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.

**B. First Reading of Budget Amendment**

Kirk Kippley stated this budget amendment is for \$1,996. This is a grant they have received from the Department of Public Safety to send two employees to a training conference.

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: Purchasing Department**

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

**A. Second Reading and Award of Bid 58-14AUG04 (Lease of Floor Mats)**

Melinda Bobbitt stated this is a recommendation for award to Cintas Corporation. This Term & Supply contract will be paid out of department 6101 Housekeeping, Account

Number 60125 Custodial/Janitorial Services.

Commissioner Elkin moved to award bid 54-18AUG04 for Lease of Floor Mats Term and Supply to Cintas Corporation.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 370-2004**

**B. Second Reading and Approval of Amendment #2 to Bid 11-09MAR04 (Tires Passenger and Light Duty Trucks – Term and Supply)**

Melinda Bobbitt stated the Purchasing department received a request from the Public Work's department to add a heavier tread all-terrain tire to contract 11-09MAR04 – Tires – Passenger and Light Duty Trucks Term and Supply. Amendment Number Two will add Firestone tire LT 235/75R15 to the contract.

Commissioner Miller moved to approve Amendment #2 for Bid 11-09MAR04 for Tires – Passenger and Light Duty Trucks Term and Supply.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 371-2004**

**C. Second Reading and Approval of City of St. Louis Cooperative Bid 979 (Weather Forecast Services)**

Melinda Bobbitt stated Public Works and Purchasing request permission to utilize the City of St. Louis cooperative contract for Weather Forecasting Services with Weather or Not. The initial term is November 1, 2004 through October 31, 2005 and is \$5,092.32 for the year.

The contract will be paid out of department 2040 - PW Maintenance Operations, account number 71100 – Outside Services.

Commissioner Elkin moved to approve City of St. Louis Cooperative contract 979 for Weather Forecasting Services with Weather or Not.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 372-2004**

**D. Second Reading and Award of Bid 56-19AUG04 (Low Water Crossing Projects)**

Melinda Bobbitt stated this is a recommendation for award to Lehman Construction, LLC for submitting the low bid.

Total cost of contract is \$54,063.00 with a 5% contingency of \$2,703.00 for a total Purchase Order amount of \$56,766.00. This contract will be paid out of department 2041 - PW Special Maintenance Projects, account number 71100 – Outside Services.

Commissioner Miller moved to award bid 56-19AUG04 for Low Water Crossing Projects to Lehman Construction LLC.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 373-2004**

**E. Second Reading and Award of Bid 29-01JUN04 (Addition to Sanford Kimpton Building – Family Health Center)**

Melinda Bobbitt stated this is a recommendation for award to Five Oaks Associates for submitting the low bid.

Total cost of contract is \$56,450.00. This contract will be paid out of department 4040 – City/County Health Facility, account number 71201 – Construction Costs.

Commissioner Miller noted Five Oaks is also doing the JJC addition project and she believes they are doing a good job.

Commissioner Schnarre moved to award bid 29-01JUN04 for the Addition to the Sanford-Kimpton Building – Family Health Center to Five Oaks Associates.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 374-2004**

**F. Second Reading and Award of Bid 60-25AUG04 (Road Reclaimer)**

Melinda Bobbitt stated this is a recommendation for award to Columbia Curb and Gutter for submitting the low bid.

This Term & Supply contract will be paid out of department 2040 PW Maintenance Operations, Account Number 71100 Outside Services. There is a total of \$168,909.00 remaining in the Class 7 budget at this time.

Commissioner Miller moved to award bid 60-25AUG04 for a Road Reclaimer and Operator Rental to Columbia Curb and Gutter.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 375-2004**

**G. First Reading of Bid 55-24AUG04 (Small Spreader/Snowplow)**

Melinda Bobbitt stated the Bid for Small Spreader/Snowplow closed on August 24, 2004. One bid was received. Purchasing and the Public Work's department recommend award to Knapheide Truck Equipment for submitting the low bid.

Total cost of contract is \$14,055.00 to be paid out of department 2040 - PW Maintenance Operations, account number 91300 – Machinery & Equipment. The remaining balance in this account is \$18,766.00 and there are no more purchases planned for this fiscal year.

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.

**H. First Reading of Bid 44-28JUL04 (Digital Patrol Car Video System)**

The Bid for a Digital Patrol Car Video System for the Sheriff's Department closed on July 13, 2004. One bid was received. Purchasing and the Sheriff's Department recommend award to Kustom Signals, Inc. for submitting the low bid.

The contract for \$5,770.00 will be paid out of department 2901 – Sheriff Operations, account number 91300 – Machinery and Equipment. The original budget is for \$27,000.00.

The Purchasing Department requests approval for trade-in of two (2) Eye Witness Mobile Video Systems, Serial Numbers ESO 3262 and ESO 3263.

Commissioner Miller asked why only one bid was received. Mrs. Bobbitt stated this bid was sent to many companies.

Commissioner Miller requested the department check into why the other companies did not submit a bid.

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.

**I. First Reading of Bid 40-28JUL04 (Long Distance Telephone Service Term and Supply)**

The Request for Bid for Long Distance Telephone Service closed on July 28, 2004. Four bids were received.

The evaluation committee consisted of the following:

Skip Elkin, District II Commissioner  
Beverly Braun, Captain, Sheriff's Department  
Aron Gish, IT Supervisor

The evaluation committee recommends award to Centurytel for submitting the best bid for Boone County. The other bids were found non-responsive for the following reasons:

Sprint – Did not submit flat rate pricing as specified  
SBC – increased pricing on *Operator Assisted Calls* after the bid opening  
Intertel-Technologies – did not submit pricing attachment

This is a county-wide term and supply contract.

Commissioner Schnarre asked when this service will begin. Mrs. Bobbitt stated the service will begin immediately after award of contract.

Commissioner Schnarre asked if this will replace McLeod long distance service the County has now. Mrs. Bobbitt stated that is correct.

Commissioner Miller stated this is cheaper than what the County was paying before.

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: Public Works – Second Reading and Approval of Request for Additional Positions and Budget Revision**

Commissioner Miller stated this is for two positions the Commission has agreed to add at this time.

Commissioner Miller moved to approve the following budget revision:

<b>DEPARTMENT ACCOUNT AND TITLE</b>	<b>AMOUNT DECREASE</b>	<b>AMOUNT INCREASE</b>
2040-10110: Public Works – Overtime	\$13,277.00	
2040-10100: Public Works – Salaries		\$11,106.00
2040-10300: Public Works – Health Insurance		\$2,012.00
2040-10375: Public Works – Disability Insurance		\$156.00

Said budget revision is to cover the costs for two additional Maintenance Worker II position.

The County Commission of the County of Boone does hereby authorize two additional full time benefited Road Maintenance Worker II positions, Boone County Salary Range 21, to the Public Works Maintenance Department #2040 for the remainder of 2004 and beyond.

Commissioner Elkin seconded the motion.

Jerry Carrington, 729 Demaret Drive, Columbia, asked what the six new employees will be doing. He asked if these employees will be doing a project. Commissioner Schnarre stated two new employees will be added this year and the department is proposing four new employees next year. The addition of new employees will form a new crew to help catch up on some projects. There will be two more mowers next year.

Commissioner Miller stated there are only two mowers at this time. The crew will do projects like crack sealing and chip sealing.

There was no further public comment and no discussion.

The motion passed 3-0. **Order 376-2004**

**Subject: Second Reading and Public Hearing for Approval of Budget Amendment for Child Advocacy Grant**

Commissioner Elkin moved to approve the following budget revision:

<b>DEPARTMENT ACCOUNT AND TITLE</b>	<b>AMOUNT INCREASE</b>
1420-84200: Social Services – Other Contracts	\$73,487.00
1420-03451: Social Services – State Reimbursement	\$73,487.00

Said budget amendment is for the June 1, 2004 through December 31, 2004 portion of the Child Advocacy Grant.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 377-2004**

**Subject: Second Reading and Approval of Mental Health Needs Assessment**

Commissioner Elkin moved to approve the Boone County Mental Health Needs Assessment.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 378-2004**

**Subject: Adoption of Updated Open Meetings and Records Policy**

John Patton, County Counselor, was present on behalf of this item.

John Patton stated this policy reflects the most recent changes in the Sunshine Law. There have been changes to include electronic communications and fee schedules.

Commissioner Miller stated this can be adopted today because this is an internal policy.

Commissioner Miller moved to adopt the Policy of Boone County Commission Access to Public Meetings and Records.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 379-2004**

**Commissioner Reports**

*Commissioner Schnarre*

No reports at this time.

*Commissioner Miller*

*Soil and Water Conservation*

Commissioner Miller stated she attended the Soil and Water Conservation meeting to make sure they were updated on the Bonne Femme project and Stormwater Task Force meetings. She will be sending information on the Stream Buffer ordinance to the Stormwater Task Force.

She requested permission from the Commission to write a letter to get the urban conservationist. There was no objection to this request.

*Commissioner Elkin*

No reports at this time.

There was no public comment.

The meeting adjourned at 9:53 a.m.

Attest:

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Wendy S. Noren  
Clerk of the County Commission

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Keith Schnarre  
Presiding Commissioner

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Karen M. Miller  
District I Commissioner

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Skip Elkin  
District II Commissioner