

TERM OF COMMISSION: January Session of the January Adjourned Term

PLACE OF MEETING: Roger B. Wilson Boone County Government Center
Commission Chambers

PRESENT WERE: 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. Commissioner Elkin acted as Presiding Commissioner in the absence of Commissioner Schnarre.

Subject: Employee of the 4th Quarter 2004 Recognition

Commissioner Elkin recognized Paula Evans of the Planning Department for her suggestion of placing an ice machine in the Government Center. John Watkins of Public Works was recognized for his suggestion of having employee i.d. cards.

Toni Matticks of the Information Technology Department was nominated for employee of the quarter. Michael Mallicoat, Information Technology Director, thanked her for her hard work.

Dennis Haynes of the Planning and Building Inspections Department was nominated for employee of the quarter. Stan Shawver, Planning and Building Inspections Director, thanked him for his hard work.

Nicole Thall of the Child Support Division of the Prosecutor's Office was nominated for employee of the quarter. Kevin Crane, Boone County Prosecuting Attorney, thanked her for her hard work.

Warren Brewer of the Sheriff's Department was nominated for employee of the quarter. Sheriff Dwayne Carey thanked him for his hard work.

Karen Fredrick and Sue Lake of the Auditor's Office were nominated for employee of the quarter. June Pitchford, Boone County Auditor, thanked them for their hard work.

Elmo Hamburg of the Information Technology Department was selected as employee of the quarter. Patricia S. Lensmeyer, Boone County Collector, and Mr. Mallicoat, commented on Elmo's hard work and congratulated him on this recognition.

Subject: Purchasing Department

Heather Turner, Purchasing Department Buyer, was present on behalf of these items.

A. Second Reading and Approval of Sole Source Renewals for 2005

Commissioner Miller moved to approve the Sole Source Renewals for 2005.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 33-2005**

B. Second Reading and Approval of Amendment #1 to Bid 74-09DEC03 (Law Enforcement Equipment - Term and Supply with OMB Police Supply and Streicher's)

Heather Turner stated the Purchasing department received notification from Law Enforcement Equipment Company that they are closing effective January 1, 2005. Attached is Amendment Number One which adds the items that we were purchasing from them to the next low bidders, OMB Police Supply and Streicher's.

This contract is paid from accounts 1251 Sheriff, 1255 Corrections, 2901 Sheriff Operations LE Sales Tax, 2902 Corrections LE Sales Tax, 2500 Sheriff Forfeiture Fund and accounts 23300 Uniforms, 23850 Minor Equipment and Tools, and 23050 Other Supplies.

Commissioner Miller moved to approve Amendment #1 to Bid 74-09DEC03 for Law Enforcement Equipment - Term and Supply with OMB Police Supply and Streicher's.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 34-2005**

C. First Reading of Amendment #2 to Bid 66-12NOV02 Law Enforcement Uniforms and Equipment Term and Supply with Leon Uniform Company and Red The Uniform Tailor)

Heather Turner stated The Purchasing department received notification from Law Enforcement Equipment Company that they are closing effective January 1, 2005. The next low bidder's from the original bid are Leon Uniform Company and Red The Uniform

Tailor. Attached is Amendment Number One which adds items to the Leon Uniform Company contract and a new contract with Red The Uniform Tailor, Inc.

This contract is paid from account 1251 Sheriff and account 23300 Uniforms.

Commissioner Miller asked how long Law Enforcement Equipment Company has been in business. Ms. Turner stated she believes the company had been in business for some time.

Commissioner Elkin 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.

D. First Reading of Additional Recommendation for Award to Bid 78-23NOV04 (Shop Fluids Term and Supply)

Heather Turner stated Commission Order 506-2004 approved an “all or none” award to MFA Oil Company for Shop Fluids from bid number 78-23NOV04. Since that time, we have discovered that item 4.7.17. Castrol Tran Synd Synthetic Transmission Fluid needs to be awarded to McCollister and Company. This is due to Allison Transmission voiding any warranties where this name brand is not used. We are recommending also awarding this line item to McCollister and Company which is allowed in our bid per paragraph 1.4 “the County reserves the right to award this bid on an item by item basis, or an “all or none” basis, whichever is in the best interest of the County”.

This is a Term and Supply contract through December 31, 2005 and may be renewed for two additional one-year periods. Invoices will be paid out of organization 2040 – Public Works Maintenance Operations, account 59050 – Engine Fluids. \$14,087 per year is budgeted for shop fluids.

Commissioner Elkin asked what equipment uses the specific item. David Mink, Public Works Director, stated it is the trucks.

Commissioner Elkin 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: Public Works – First Reading of FEMA Grant Application

David Mink, Public Works Director, was present on behalf of this item.

David Mink stated Don Abell, Design and Construction Manager, has been working on and applying for SEMA grants for some County projects. Mr. Abell spent a lot of time in Jefferson City working on the grants and ran several projects through the criteria the State has established. The two projects that meet all the criteria for the Bank Stabilization

projects were Jemmerson Creek Road and Smith Hatchery Road.

As part of the grant application, SEMA requires a form to be signed by an authority who can commit to the expenditure of matching funds equaling 25% of the project(s) costs and who is authorized to accept the grant with all its terms and conditions. This form needs to be submitted by February 1, 2005 so the department is requesting the second reading of this item be waived.

There was no objection to waiving the second reading.

Commissioner Elkin asked if this is a mitigation grant. Mr. Mink stated that is correct. He noted the criteria were very steep and Jemmerson Creek Road Bank Stabilization project and Smith Hatchery Road were the only two projects eligible.

Commissioner Elkin asked what road was it that the hill slid down. Commissioner Miller stated it is Harold Cunningham Road.

Commissioner Elkin asked if this road qualified for this grant. Mr. Mink stated Mr. Abell was working on adding this project to the grant but it did not meet the criteria.

Commissioner Miller moved to approve the SEMA Grant Application for the Jemmerson Creek Road project and Smith Hatchery Road project.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 35-2005**

Subject: Sheriff's Department

A. First Reading of Request to Hire Above Mid-Point for a Nurse

Sheriff Dwayne Carey was present on behalf of this item.

Sheriff Carey stated the Sheriff's Department is requesting permission to hire a Nurse Practitioner at 107%, which is above the mid-point. The applicant is currently a certified nurse practitioner working at Fulton Nursing and Rehab. She has been with that job since 2001 and is the supervisor of 35 nursing employees.

Sheriff Carey and Dr. Blackburn both agree this applicant has the experience, maturity and ability to not only perform the job duties assigned but also to perform them with little or no supervision once she has been trained. She also has experience in assessment skills which is critical to the jail operations.

He noted the department is considering flexible hours for this position.

Commissioner Miller suggested waiving the second reading on this request so the applicant can be hired.

There was no objection to the request.

Commissioner Miller moved to approve the request by the Boone County Sheriff's Department for the Registered Nurse position (672) a Nurse Practitioner at 107% of the mid-point.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 36-2005**

B. First Reading of Budget Amendments

Captain Beverly Braun was present on behalf of these items.

Captain Braun stated one budget amendment is for \$10,299 for furnishings of the North Substation. These are block grant funds established for the substations. The South Substation has been completed and the remaining funds will be used for the North Substation.

The second budget amendment is to establish a budget for the 2004-2006 Local Law Enforcement Block Grant funds in the amount of \$10,374. These funds will be used for computer hardware, software and equipment for the investigators doing the sexual crime investigations.

The final budget amendment is in the amount of \$3,000 in the Civil Process fund. This will be used for additional furniture for workstations.

Commissioner Miller asked when the North Substation would be completed. Sheriff Carey stated hopefully within the next two months.

There was no further discussion on these items.

Commissioner Elkin stated this is a first reading and requested the Deputy County Clerk to schedule these items for a second reading at the next available meeting after the required 10 day waiting period with appropriate orders for approval.

Subject: Prosecuting Attorney – Second Reading and Public Hearing for Approval of Budget Amendment

Commissioner Miller moved to approve the following budget amendment:

DEPARTMENT ACCOUNT AND TITLE	AMOUNT INCREASE
1262-10100: Victim Witness – Salaries and Wages	\$10,880.00
1262-10200: Victim Witness – FICA	\$832.00
1262-10325: Victim Witness – Disability Insurance	\$50.00
1262-03411: Victim Witness – Federal Grant Reimbursement	\$11,762.00

Said budget amendment is for the Victim Response Team Grant October to December 2004.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 37-2005**

Subject: GIS Department – Approve the IAAO/ESRI/Trimble Mobile Data Collection Grant Application

Jason Warzinik, GIS Program Manager, was present on behalf of this item.

Jason Warzinik stated the GIS Department is constantly looking for grants to supplement the budget. On the ESRI website, he found a grant. There will be five grants awarded nationally and will each be in the amount of \$8,500. This grant will provide an all-in-one mobile GPS hand-held unit that ESRI has software for.

This unit allows the GIS layers to be copied on to it and then can be edited in the field. There are a few projects that this could be used for, such as the addressing project, converting the Ag value maps to electronic versions. This unit will also be helpful to the appraisers.

Mr. Warzinik is requested the second reading of this item be waived as the grant application deadline is January 28, 2005.

There was no objection to this request.

Commissioner Elkin asked if changes can be done live. Mr. Warzinik stated he believes the technology will be available in the future.

Commissioner Miller moved to approve the IAAO/ESRI/Trimble Technology Foundation Grant Series Mobile Data Collection Grant Program application.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 38-2005**

Subject: Accept Certification of Candidates

- **Hospital Trustee**
- **Centralia Special Road District**

Commissioner Miller 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 at 5:00 p.m. on January 18, 2005 the number of candidates filed for the position 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 provisions of 115.124.1 RSMo., no election shall be held for such office and the candidate, Barbara Weaver, shall assume the duties of her office at the same time and in the same manner as if he had been elected at the April, 2005 election.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 39-2005**

Commissioner Miller 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 Centralia Special Road District of Boone County at 5:00 p.m. on January 18, 2005 the number of candidates filed for the position 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 district. Pursuant to the provisions of 115.124.1 RSMo., no election shall be held for such office and the candidate, Gary P. 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, 2005 election.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 40-2005**

Subject: Appointment to Board of Parks Commission

Commissioner Elkin moved to appoint David F. Moore of Columbia Township to the Board of Parks Commission for an interim term that will expire on September 30, 2007.

Commissioner Miller stated she will not second the motion as she did not believe this was the candidate she had selected.

This item will be held until the discrepancy can be worked out.

Subject: Public Works Annual Report

David Mink, Public Works Director, stated The Public Works Department is pleased to submit for the record its Annual Report for the year 2004 as required by Missouri State statute 61.091. The format of this report has been modified to better reflect the goals and objectives set forth in the budget process. Thanks go to the Public Works staff for their efforts in compiling all the information and especially to Natalie Meighan for her efforts to gather and assemble the information in the report. We also appreciate the support of the County Commission and in particular, the leadership and guidance of our liaison, Commissioner Karen Miller.

This has been a very productive year for the department. The Maintenance Division prepared the base for four projects to upgrade gravel surfaces to chip seal. The roads prepared in 2004 and others prepared in 2003 were chip sealed. Thirty-four miles of existing chip seal was repaired and a new coat of chip seal was applied. Eight miles of existing chip seal was “re-claimed” in preparation for a new application of chip seal in 2005. The Maintenance Division also addressed many drainage problems and safety concerns. Major road projects completed by the Design & Construction Division include the complete reconstruction of a 1.05 mile section of Liberty Lane and a 1.5 mile section of Olivet Road. A large box culvert project on Ludwick Boulevard is in progress. The final phase of the office remodeling project was completed providing a much needed conference room and office space on the main floor for Design & Construction staff previously located upstairs. Facility Maintenance also completed many projects including repair of the courtyard sidewalks and painting of the outside of the Public Works main building and sign shop.

The vision of the Public Works Department is to “*serve with excellence and integrity.*”

Our goal is to be good stewards of the public trust and provide excellent service. The employees of the both Public Works and Facility Maintenance are talented and dedicated people who serve the public well. We appreciate the support of the Commission and we welcome Commissioner Keith Schnarre as our new liaison Commissioner as we work together to meet our goals in 2005.

Commissioner Miller stated she believes this will be helpful when the reauthorization of the road tax comes forward so the public can see how the funds are being spent.

A copy of the Boone County Public Works Department 2004 Annual Report has been submitted to the Public Record. A copy of this report will be available at the Public Works Department, County Commission Office and County Clerk's Office.

Commissioner Reports

Commissioner Miller

Ordinance adopted by the Village of Pierpont

Commissioner Miller stated the Village of Pierpont has adopted an Ordinance adopting County Regulations for the Village. This will keep the Health Regulations and Zoning Ordinances, for example, the same. The Village of Pierpont has requested the County to continue to issue permits and enforce regulations as the County does with other entities.

Commissioner Elkin asked if there will be a contract. Commissioner Miller stated she believes there will be in the future but this is just an FYI for the public.

Commissioner Elkin

No reports at this time.

There was no public comment.

The meeting adjourned at 10:24 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