

TERM OF COMMISSION: October Session of the August Adjourned Term

PLACE OF MEETING: Boone County Government Commission Chambers

PRESENT WERE: Presiding Commissioner Don Stamper  
District I Commissioner Karen M. Miller  
District II Commissioner Skip Elkin  
County Counsel John Patton  
Deputy County Clerk Shawna Victor

The meeting was called to order at 1:34 p.m.

**Subject: Purchasing Department**

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

**A. Second Reading and Award of Bid 57-09OCT01 (Lease of Floor Mats)**

Marlene Ridgeway stated the department is recommending award to Cintas Corporation for having the lowest and best bid.

Commissioner Elkin moved to award bid 57-09OCT01 to Cintas Corporation for the lease of floor mats.

Commissioner Miller seconded the motion.

There was no discussion or public comment.

The motion passed 3-0. **Order 481-2001**

**B. First Reading of Bid 58-09OCT01 (Seasonal Grounds Services)**

Marlene Ridgeway stated this is for mowing of downtown locations and other facilities and for snow removal of parking lots. The department has reviewed the bids submitted and recommend award to Breedlove Landscaping Services for having the best bid meeting minimum specifications. Total three-year contract value is \$39,157.20. This is a term and supply contract.

The Commissioners commented on the wide range of the bids submitted.

There was no further discussion and no public comment.

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.

**C. First Reading of Bid 59-12OCT01 (Installation of Chain Link Fence)**

Marlene Ridgeway stated this fence is located on Rebel Drive. The department has reviewed the bids submitted and recommend award to Designer Fence Company for having the best bid meeting minimum specifications. Total contract value is \$2,896.75.

Commissioner Elkin stated this is a result of the improvements on Rebel Drive.

There was no further discussion and no public comment.

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.

**D. First Reading of Bid 58-29NOV00 (Janitorial Services Term and Supply)**

Marlene Ridgeway stated this is an amendment to a contract for janitorial services. The Facilities Maintenance department is requesting temporary cleaning services for the Boone County Sheriff's Department until the housekeeping position is filled for that department. The department is requesting an amendment to the Janitorial Services bid to allow the current contract holder, Classic Cleaning, to assume this scope of work per their letter dated October 15, 2001.

This would be effective immediately through the end of the year or until the housekeeping position is filled which ever occurs first. The maximum total cost would be \$4,400.00 based on use of Classic Cleaning through the end of the year.

There was no discussion or public comment.

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.

**E. First Reading of Surplus Items**

Marlene Ridgeway stated the list the Commissioners have has been identified as surplus. Other offices and departments were notified of these items on and before October 3, 2001 and as of October 18, 2001, no interest has been expressed in the listed items. The department is requesting approval to dispose the items through Kemper Auction.

There was no discussion or public comment.

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: Prosecuting Attorney's Office – Second Reading and Approval of William Haws Extended Leave of Absence and a Replacement**

Commissioner Stamper moved to approve the request by the Prosecuting Attorney's Office to hire a replacement for William Haws while on active military duty. This commission order is retroactive to October 10, 2001.

Commissioner Elkin seconded the motion.

Commissioner Miller offered an amendment to the motion to allow for the 40 hours of vacation time to be held as requested by the prosecutor. She moved to approve the request by the Prosecuting Attorney's Office to hire a replacement for William Haws while on active military duty and allow for Mr. Haws to save 40 hours of vacation for his return. This commission order is retroactive to October 10, 2001.

There was no objection to the amendment.

There was no further discussion and no public comment.

The motion passed 3-0. **Order 482-2001**

**Subject: Public Works**

**A. Second Reading and Approval of Hire above the Base of the Range**

Commissioner Miller moved to approve the hire above the base of the range for a Facilities Maintenance Technician at a starting salary of \$12.50 per hour.

Commissioner Elkin seconded the motion.

There was no discussion or public comment.

The motion passed 3-0. **Order 483-2001**

**B. First Reading of Agreement for Preliminary Engineering Services**

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

David Mink stated this is an agreement with Water District 9, to allow them to review plans for the Rolling Hills Road project. This is currently under design. According to the agreement, the County would pay \$3,200.00 for the purposes of having an engineering firm prepare preliminary engineering evaluation.

There was no discussion or public comment.

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: Planning and Building Inspection – Second Reading and Approval of Road Naming**

Commissioner Elkin moved to approve the request to name an unnamed roadway, that is currently privately owned and maintained to Bridlespur Lane, as described in the documentation provided by the Planning and Building Inspection Department.

Commissioner Miller seconded the motion.

There was no discussion or public comment.

The motion passed 3-0. **Order 484-2001**

**Subject: Information Technology Department – First Reading of Virtual Private Network and Related Security Equipment**

Commissioner Miller requested this item be tabled.

**Subject: Correction of Commission Order 436-2001 (Contract with Missouri Department of Transportation)**

Commissioner Stamper stated the Commission signed the County's draft contract, done by Mr. John Patton, returned it to the state and in return the State sent their own draft contract to be signed by the county. The content is mostly the same but it is in a different format.

Commissioner Stamper moved to authorize the Presiding Commissioner to sign the modified agreement between the County Commission and the Missouri Department of Transportation, previously authorized in Commission Order 436-2001. It is further ordered that the contract in reference in the original Commission Order is null and void.

Commissioner Elkin seconded the motion.

There was no discussion or public comment.

The motion passed 3-0. **Order 485-2001**

**Subject: First Reading of Mediacom Cable Franchise Agreement**

John Patton, County Counsel, stated this agreement is finalized. This has been discussed with the Commissioners a few weeks ago and the outstanding issues at that time had to do with customer complaints and how those would be handled. He has reviewed all the applicable federal regulations. There was some language added making the general manager the county's contact for customer complaints that the county receives and that they would promptly notify the County of any changes in management.

Mr. Patton said the franchise has been transferred many times since it was initially entered into in 1981. The 1981 franchise was a 20-year franchise, which has now expired. Comparing the two franchises, the new one covers many more issues. The new franchise is a fifteen-year agreement.

Commissioner Stamper stated there was a work session on this. The document reflects the Commission's final recommendation on what should be done. The reason for bringing it forward today is to submit it to the public record and allow for public to examine the content.

There was consensus among the Commissioners to have this item second read on Tuesday, October 23.

There was no further discussion and no public comment.

Commissioner Stamper stated this has been accepted as a first reading and requested the Deputy County Clerk to schedule this for a second reading on Tuesday, October 23, with an appropriate order for approval.

**Subject: First Reading of Exploratory Letter about Possible Annexation by the City of Columbia of County Owned Property**

Commissioner Stamper stated the City of Columbia has grown to a point to where it has become contiguous with the Boone County Fairgrounds and the growth may get to the point of surrounding the fairgrounds. The Commission began discussing annexing County owned property. A list of issues was created the Commissioners felt needed to be addressed. The Commissioner have drafted a letter to the City of Columbia outlining the specific issues.

The Commissioners made a few grammatical changes to the letter.

Commissioner Elkin asked if the intent is for the lands that will possibly be annexed into the city be exempt from just current city ordinances or current and future ordinances. Commissioner Stamper stated the intent is to have the properties in question to be governed by county ordinances only.

Commissioner Miller stated this is similar to the City Airport and University owned properties that are in the County.

Commissioner Elkin stated the city is working on a lighting ordinance and he wants to make sure that the current and future ordinances will not apply to the land in question. Commissioner Stamper stated they could change the letter to state that the land in question will be exempt from city ordinances and will be only governed by county ordinances. Commissioner Miller agreed with this.

John Patton stated historically, the city has not sought to impose its ordinances on the county located in the city limits and vice versa.

There were no further comment and no public comment.

Commissioner Stamper asked what the Commission would like to do with this item. Commissioner Miller stated this should be an agenda item on Tuesday, October 23.

Commissioner Stamper requested the Deputy County Clerk to schedule this for a second reading on Tuesday of the modified version of the letter with an appropriate order for approval and authorize the letter to be forwarded to the city.

**Subject: Discussion of Jail Task Force**

Commissioner Stamper stated on October 1, the Commission received the Jail Task Force Report. The purpose of bringing this forward today was to begin a public dialogue on how the Commission felt on proceeding with this item. They are beginning to work on the recommendations given in the report. There are specific recommendations that have been made for an on-going group to oversee the process.

Commissioner Miller stated she thinks a work session is the best way to do this. That way they can look at each individual issue and see what can be done within the available funds for this year.

Commissioner Elkin asked if the committee should work towards or spearhead the implementation. Commissioner Stamper stated he thought the implementation should be done by the Commissioners.

Commissioner Stamper read the following recommendation from the Jail Task Force Final Report:

The immediate appointment by the County Commission of a standing judicial and law enforcement committee for five distinct purposes:

Commissioner Miller stated at the work session, the size of the committee needs to be determined, clarify the charge and access they can have to any needed records.

Commissioner Elkin stated at the work session, the recommended items should be gone through line by line to determine what can be done.

Commissioner Stamper stated some recommendations can be acted upon quickly, there are others that will take time. There is also a question related to the number of deputy sheriffs' recommendations and what that means to the budget. The Commissioners will begin to discuss where the budget stands. There are also recommendations made about the occupancies at the jail and various programs. The one item that Commissioner Stamper would like to come out of the work session is a structure of what the committee will look like.

There was no public comment.

Commissioner Stamper stated this was a discussion and not an action item. The work session is set for next week.

**Commissioner Reports**

*Commissioner Stamper*

*Helping Urban Beautification*

Commissioner Stamper stated the Commission has received a report from Carrie Gartner, Executive Director of the Columbia Business District, on their relationship with the Helping Urban Beautification project. The work that has been done with this project is identified. This is submitted for the Public Record.

*Commissioner Miller*

*Public Works*

Commissioner Miller stated she signed change order number on for Dee Woods Road in the amount of \$500.00 for traffic control. There will be a discussion with David Mink, Public Works Director, at the next 3C meeting, on right-of-way policy.

*Mental Health*

Commissioner Miller stated the Mental Health Committee met earlier this week. They are actively working on funding sources and opportunities to move the Mental Health Board forward. Committee members are researching Mental Health Boards.

*Information Technology Advisory Committee*

Commissioner Miller stated at the last meeting, there was staff updates about programming. The main discussion item was Internet and e-mail acceptable use policies. Michael Mallicoat, Information Technology Director, passed out five different policies, asked for review, and input for each policy. Mr. Mallicoat felt what was most important were acceptable and unacceptable uses, the penalties, a signature page for each employee to sign. Administrative authorities will play a part in overseeing these policies once implemented. They are hoping to send out drafts and have a set policy to bring to the Commission within the next month.

The security project will be brought to the table. Mr. Mallicoat had the opportunity to have a presentation on different virtual private networks and the pros and cons of each.

*Commissioner Elkin*

*Farm Bureau*

Commissioner Elkin stated he met with Farm Bureau on Monday, October 15 and discussed transportation. He mentioned the state is working on a policy to have the counties take over the farm-to-market routes, Farm Bureau thought unless the State provided them with funds that would not be a good idea. The lack of competitive insurance rates for this area was discussed. The Farm Bureau annual meeting is December second through the fourth at Tan Tar-a. He believes Farm Bureau is wanting to come to the table with a State transportation bill.

*Boone County Regional Sewer District*

Commissioner Elkin stated currently, the main discussion item is the SRF loan package. In 1997, there was a \$3.8 million bonding package. \$2.1 million is available in bonding now but there is \$10.5 million worth of projects. Brookfield has submitted plans for a sand filter treatment with UV disinfection. These plans have been submitted to the City for review. An agreement has been reached with Old Village Road NID. The City is moving forward with the Lake of the Woods Extension and Grindstone Extension. This would get rid of the El Chaparral lagoon and eventually Lake of the Woods subdivision lagoon.

*Petition from Residences of Ketterer Road*

Commissioner Elkin stated he received a petition from homeowners on Ketterer Road. They are having problems with pit bulls. The petition has been submitted to be included in the urban service area of the animal control ordinance.

Commissioner Elkin stated he has been working with Gerry Worley on the urban service area of the animal control ordinance has not been addressed for 10 years. Commissioner Miller suggested that they wait to see what lands the city will be annexing.

Commissioner Elkin stated they want a leash law and he will be in contact with these

residence about this issue.

There was no public comment.

The meeting was adjourned at 2:10 p.m.

Attest:

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Wendy S. Noren  
Clerk of the County Commission

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Don Stamper  
Presiding Commissioner

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Karen M. Miller  
District I Commissioner

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Skip Elkin  
District II Commissioner