

TERM OF COMMISSION: July Session of the April 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 1:33 p.m.

**Subject: Purchasing Department**

Alice Winkelman, Purchasing Department Director, was present on behalf of these items.

**A. Second Reading and Award of Bid 28-25MAY04 (Printer Toner Cartridges Term and Supply)**

Alice Winkelman stated Purchasing and the Information Technology department recommend award to Alpha Laser, the low bidder. The estimated yearly cost of the contract is \$35,644.21. Budgeted dollars for these items are \$43,900 from department number 1170-Information Technology, account number 23018-Printer Supplies.

Commissioner Elkin moved to award bid 28-25MAY04 for Printer Toner Cartridges – Term and Supply to Alpha Laser.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 258-2004**

**B. First Reading of Amendment #2 to Bid 01-14JAN03 (Grading MKT Trail – Term and Supply)**

Alice Winkelman stated the Purchasing department received a request from the Public Work's department to add amendment #2 to contract 01-14JAN03 – Grading MKT Trail - Term and Supply. Attached is Amendment Number Two which adds 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 stated this makes sense because the County will not have to pull trucks off road projects to bring material to the trail.

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 04-09MAR04 (GIS and Subwatershed Sensitivity Analysis for the Bonne Femme Watershed) and Budget Amendment**

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

Alice Winkelman stated the Request for Proposal for the GIS and Subwatershed Sensitivity Analysis for the Bonne Femme Watershed closed on March 9, 2004. Three proposal responses were received.

The evaluation committee consisted of the following:

- Terry Freuh – Boone County Watershed Conservationist
- Bill Florea – Senior Planner – Boone County Planning & Building Inspection
- Jason Warzinik – GIS Program Manager – Boone County Information Technology
- Robert Jacobson – Research Hydrologist – U.S. Geological Survey
- Robert N. Lerch – Soil Scientist – USDA – ARS

The evaluation committee recommends award to Applied Ecological Services. Total contract price of \$70,380 will be paid from department 1750 – Bonne Femme Creek Watershed, account 71100 – Outside Services.

Bill Florea stated of the three submittals received, one was fairly substandard and eliminated early. Of the two competitive bids, the AES proposal was superior because it included all elements listed in the RFP at a price that the County could afford. References were checked of AES and the two references received were excellent. The agencies that were contacted for a reference check informed them that they would be hiring AES for other projects.

Commissioner Elkin noted he had a meeting with Ms. Winkelman, Mr. Florea, and Mr. Freuh to discuss the Purchasing Department's work on this RFP. He is comfortable with this decision.

Commissioner Miller stated she spoke with Mr. Freuh and she is also comfortable with this decision

The budget amendment is for \$15,090 due to this project being condensed from four years

to one year.

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 award.

**D. First Reading of Bid 35-17JUN04 (Nuts, Bolts and Washers Term and Supply)**

Alice Winkelman stated the bid for Nuts, Bolts and Washers Term and Supply closed on June 17, 2004. Two bids were received. 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.

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 30-10JUN04 (Wilcox Road Realignment)**

Alice Winkelman stated the Public Works Department and the Purchasing Department have reviewed the bid responses received for the Wilcox Road Realignment. We recommend 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.

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: Court Administrator – Second Reading and Public Hearing for Approval of Budget Amendment**

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

Kathy Lloyd stated this budget amendment will increase both the revenue and expenditures for the home detention program to increase the number of units for the individuals participating in the program.

Commissioner Miller moved to approve the following budget amendment:

<b>DEPARTMENT ACCOUNT AND TITLE</b>	<b>AMOUNT INCREASE</b>
1210-03524: Circuit Court Services – Home Detention	\$35,000.00
1210-71600: Circuit Court Services – Equipment Lease and Rentals	\$23,500.00

Said budget amendment is to increase the revenues and expenditures related to the Home Detention program.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 259-2004**

**Subject: Prosecuting Attorney – Appointment as Assistant Prosecuting Attorney**

Commissioner Elkin moved to approve the appointment of Omar D. Davis as Assistant Prosecuting Attorney in Boone County, Missouri.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 260-2004**

**Subject: Public Works**

**A. First Reading to Establish Summer Lane Neighborhood Improvement District**

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

John Watkins stated on behalf of the residents and owners who have signed the petition to Create the Summers Lane Neighborhood Improvement District, he is requesting the Commission accept the County Clerk's certification for the validity of the Petition and approve the advisability and order the establishment of the Summers Lane Neighborhood Improvement District.

The Summers Lane NID consists of one currently maintained by the county gravel roadway that is approximately 1,500 feet long. Five of the six owners within this district signed the petition, which gives the Petition 83% by area and 83% by ownership.

The cost estimate for this improvement is \$73,266.00, with a not to exceed amount of 125% or \$91,582.74. This figures out of be \$12,211.00 per Assessment with a not to exceed amount of \$15,263.79 per Assessment.

The proposed improvement will consist of 22' wide asphalt roadway. The current roadway is in good shape and has been built to the newer county cross section with a 50' dedicated easements. Minor preparation will be required for this improvement.

There are no delinquent taxes for the area.

Mr. Watkins noted this is being done in coordination with the Olivet Road improvement project.

Commissioner Elkin stated the one person that did not sign the petition is an out of town property owner. Mr. Watkins stated the property is for sale.

Commissioner Elkin asked if the lot is vacant. Mr. Watkins stated he believes it is a vacant lot.

Mr. Watkins noted one owner owns three of the properties on this road. Only three of the six lots are built on at this time.

Commissioner Miller stated there are only six lots on this road.

Commissioner Elkin asked if all goes as planned with this project will this be coordinated with the Olivet Road project. Mr. Watkins stated there will be two separate pools of funds but it will be done around the same time. He would assume the same contractor would try to get this project that will be doing the Olivet Road project so they can do it at the same

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.

**B. Authorize Presiding Commissioner to sign letter to Missouri Department of Natural Resources for Remonumentation Program FY05**

This is an annual agreement with the Missouri Department of Natural Resources to participate in the Remonumentation program to replace 10 corners of the U.S. Public Land Survey system.

Commissioner Miller moved to authorize the Presiding Commissioner to sign the letter to the Missouri Department of Natural Resources regarding Boone County's participation in the County Surveyor Cooperation Remonumentation Program for FY2005.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 261-2004**

**Subject: Assessor's Office – First Reading of Budget Revision**

Tom Schauwecker, Boone County Assessor, was present on behalf of this item.

Tom Schauwecker stated this is a budget revision in the amount of \$400 for the purchase a new chair. He noted the broken chair that is going to be replaced was purchased in 1992.

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: First Reading of Contract Amendment #10 and Budget Amendment for the Rainbow House Child Advocacy Center**

Commissioner Miller stated these are pass-through funds from the State for the Rainbow House Child Advocacy Center. These funds are not received until the middle of the County's fiscal year so it is difficult to budget.

The Contract Amendment #10 is for \$121,339.70. The budget amendment is for

\$3,753.00 for the increase in funding for Contract Amendment #10.

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.

### **Commissioner Reports**

#### *Commissioner Schnarre*

No reports at this time.

#### *Commissioner Miller*

##### *Farm Bureau*

Commissioner Miller stated Farm Bureau will be holding a political forum on July 8, 2004 at the Knights of Columbus Hall.

The Annual Farm Bureau meeting will on August 9, 2004 at the Knights of Columbus Hall.

##### *Two Mile Prairie Sewer Study*

Commissioner Miller stated the Two Mile Prairie Sewer Study has conducted public hearings. She has a brochure about the project.

She requested a meeting with Director Mafood to discuss the logistics. The County Auditor will be included in this meeting to make sure the County has the correct paper work.

This is a construction grant and the University is trying to think of the County as a subcontractor but the County is really a partner.

##### *Bonne Femme Stakeholder Committee*

Commissioner Miller stated the following have been appointed to the Stakeholder Committee:

- Business: Annie Pope, Bill Crockett, Carol Van Grop, Joe Miller, Don Stamper, Glen Ehrhardt
- Environmentalist: Larry Henneke, Ben Londeree, Amelia Cottle, Randal Clark, Jane Travlos, Dave Bedan
- Watershed Landowner: George Montgomery, Stephanie Smith, Steve Sapp,

Steven Cheavins, Marylou Mayse, David Grant

*Commissioner Elkin*

No reports at this time.

There was no public comment.

The meeting adjourned at 1:57 p.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