

TERM OF COMMISSION: October Session of the October 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 1:31 p.m.

**Subject: Purchasing Department – Second Reading and Award of Bid 68-28SEP04
(Cuppy Lane and Lost Woods Lane Projects)**

Heather Turner, Purchasing Department Buyer, was present on behalf of this item.

Commissioner Elkin moved to award bid 68-28SEP04 for the Cuppy Lane and Lost Woods Lane Projects to Bill Sullivan Excavation, Inc.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 433-2004**

Subject: First Reading of Variance Requests from Road and Bridge

David Mink, Public Works Director, was present on behalf of these items.

- Hemme Construction - Hinkson Heights, Lot 34

David Mink stated the Road and Bridge Advisory Committee recommends waiving the requirement of 10 feet distance between driveways and allow for Hinkson Heights, Lot 34, Belleview Drive, seven separate driveways to be placed four feet nine inches apart.

Commissioner Miller noted this is multi-family housing and the developer wanted each unit to have its own driveway. The developer did put a planter area between the driveways so there is some distinction between the driveways.

Mr. Mink stated he believes the driveways are curbed.

- Riverside Farms - Lloyd Hudson Road

David Mink stated the Road and Bridge Advisory Committee recommends waiving the sight distance requirement and allow a 20 foot variance from the required 205 foot sight distance for the building location on the south side of Lloyd Hudson Road due to low traffic volume and topographic layout of the building sight.

Commissioner Miller stated it is 185 feet and it is difficult to find a good building site on this tract.

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: Public Works

David Mink, Public Works Director, and Jane Morris, Public Works Office Administrator, were present on behalf of these items.

A. Second Reading and Approval of Request to Adopt A Roadway (Benedict Road)

Commissioner Miller moved to approve the request by the Billington Family to adopt Benedict Road for litter control.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 434-2004**

B. First Reading of Consultant Services Agreement with Mallicoat-Winslow Engineers

David Mink stated when the General Consultant Service agreements were approved in Spring 2004, this firm was overlooked. The department did not realize it at that time. This firm was used recently for a project and at that time it was discovered the General Consultant Service Agreement had not been approved.

Commissioner Schnarre asked if this is similar to the other agreements. Mr. Mink stated that is correct.

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 Request for Leave of Absence Extension

Jane Morris stated in accordance with the Boone County Personnel Policy Manual, section 5.7, Public Works requests an extended leave of absence without pay for Mr. Everett Sapp for a period of approximately 3 months beginning on October 20, 2004 and extending through January 26, 2005. Mr. Sapp has provided a Doctor's statement in support of this request. He has been on leave under provisions of the Family Medical Leave Act since July 26, 2004. His FMLA leave will end on October 19, 2004. At the end of the requested extension, a determination will need to be made regarding Mr. Sapp's employment status with the County.

Commissioner Miller asked if this would keep the employee on health benefits. Mrs. Morris that is correct.

Commissioner Elkin asked if the employee is receiving disability pay. Mrs. Morris stated the employee is not receiving disability pay.

Commissioner Elkin asked if this employee has no income. Mrs. Morris stated that is correct.

Commissioner Miller stated this has been done in the past and believes this is a reasonable request.

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.

D. First Reading of Request to Overhire (Position 16 – Maintenance Worker IV)

Jane Morris stated the Department of Public Works requests permission to over hire in Maintenance Worker IV position #16. The incumbent in this position has been on leave without pay under the provisions of the Family and Medical Leave Act since July 26, 2004. He is currently pursuing a long term disability designation. Consistent with the doctor's statement which has been provided, the incumbent has indicated that he does not anticipate being able to return to work at any time in the future.

Commissioner Miller stated the department needs people to work and believes this is a reasonable request.

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: Sheriff’s Department – 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
2540-91300: Sheriff Civil Process Fund – Machinery and Equipment	\$10,200.00

Said budget amendment is for the purchase of a digital video surveillance system, lenses, wall mounts and cable for the Boone County Jail.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 435-2004**

Subject: Jury Services – First Reading of Budget Revision

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

Kathy Lloyd stated the Court originally budgeted \$14,000 to replace an old Codec, which is a piece of equipment that helps communicate between the video arraignment equipment at the Courthouse and the Jail. This was needed because they were switching to fiber. It was to their understand that the Codec Model 2000, which was at the Courthouse, was not fiber capable and the unit was replaced. The fiber was installed, the Codec was purchased and installed and then the connection did not work with the jail. After trying to reconfigure the Codec at the Jail, the vendor discovered by the serial number, that it was not fiber capable either. It was a Model 2500, which most of those models can be run on DSN or fiber but this unit was made early in the model series and was not fiber capable. This piece of equipment has to be replaced.

The vendor did provide a demo unit through Tanberg, the manufacture, which is two to three years old and sell this to the Court for \$6,000 to finish the project. This has been installed on a test basis to make sure the unit was capable of supporting fiber.

Mrs. Lloyd stated this budget revision request, in the amount of \$4,700 will complete the project. These funds will come from emergency. The Court will be using the remaining \$1,300 in the line item for the project.

Commissioner Elkin stated this is the last piece of the puzzle. Mrs. Lloyd stated that is correct.

Commissioner Schnarre asked if this is being used now. Mrs. Lloyd stated this is being used now. It was installed on a test basis, knowing if it was not approved then it would have to be removed. She did not want to come to the Commission to ask for a piece of equipment until she knew that it would serve their purposes. The Court used it for the first time yesterday.

Commissioner Miller asked if it was better. Mrs. Lloyd stated it is better. The camera at the jail is an older camera and it shows its age on the new system. They are looking at acquiring a newer camera to see if it will be better.

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: First Reading to Approve Order for Abatement of Trash Nuisance (6100 O'Rear Road)

Commissioner Schnarre stated this is an abatement request from the Health Department to remove trash and debris from property located at 6100 O'Rear Road. He has concerns about the amount of the bid received to clean the property. When he first saw the \$320 he thought it was too high.

Commissioner Miller stated the Commission may not have all the pictures.

Commissioner Schnarre stated he did not know how the Health Department went about getting bids. He does not want to overcharge for the clean up. Commissioner Miller stated this is done by bid and what it cost the County is what it costs the Health Department.

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 Budget Amendment (Federal Grant for Health Department)

Commissioner Schnarre stated this is grant Senator Talent helped the County receive. This grant will be used to reimburse expenditures budgeted for the renovation of the Nowell's building for the Family Health Center. The grant is in the amount of

\$246,040.00.

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: First Reading of Budget Amendment (Non-Departmental)

Commissioner Miller stated this budget amendment is for the purchase of the Guaranty Land Title parcel and building. This will create a budget for \$315,000 for the purchase of the land and \$356,000 for the purchase of the building. Also included with this are a real estate sales contract and a lease that will need to be signed by the Presiding Commissioner when the budget amendment is approved.

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: First Reading of Budget Revision (Non-Departmental)

Commissioner Schnarre stated this budget revision is in the amount of \$3,000 for appraisal services.

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.

Commissioner Reports

Commissioner Schnarre

No reports at this time.

Commissioner Miller

Southern Boone County Fire

Commissioner Miller stated she attended the Southern Boone County Fire District meeting at the Zumwalt Station. This will be where the new Sheriff's Department substation. She believes they will be having an open house on the first Saturday in December.

She noted the County has a contract with COIN for a certain number of internet connections for free. She asked if it would be ok to put a connection at the new fire station.

Commissioner Elkin asked if this would just be for the fire district. Commissioner Miller stated it would be at each fire house.

Commissioner Elkin stated if the County does this for them would other groups begin asking for the same internet connection. Commissioner Miller stated she did not know but knows the County is not using the internet connections and knows the fire district needs them.

The Commission agreed to look into the request.

Boone County Fire Protection District

Commissioner Miller stated she attended the Boone County Fire Protection District meeting today. The Fire District has given the County the Warranty Deed for one acre lot they County had given them on Scott Boulevard. This will need to be added to the agenda to be received and accepted by the County.

She asked if the Commission wanted title insurance. If the Commission does decide they want to have it then it will need to be placed in the motion.

The Warranty Deed will need to be recorded also.

Commissioner Elkin

No reports at this time.

There was no public comment.

The meeting adjourned at 1:56 p.m.

Attest:

Wendy S. Noren
Clerk of the County Commission

Keith Schnarre
Presiding Commissioner

Karen M. Miller
District I Commissioner

Skip Elkin
District II Commissioner