

TERM OF COMMISSION: August Session of the July Adjourned Term

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

PRESENT WERE: Presiding Commissioner Kenneth M. Pearson  
District I Commissioner Karen M. Miller  
District II Commission Skip Elkin  
Deputy County Clerk Joshua Norberg

The meeting was called to order at 9:30 a.m.

**Collector**

Pat Lensmeyer, Collector, was present on behalf of this item.

**1. Tax Collection Agreement – City of Ashland (first reading)**

Ms. Lensmeyer stated this is the last of the tax collection agreements with the various municipalities. She stated there is nothing unique about this agreement, and the only change is the change in the cap of the assessment fund.

Commissioner Pearson stated this is a first reading and requested the Deputy County Clerk to schedule this item for a second reading at the next available commission meeting with an appropriate order for approval.

**Planning and Building**

Stan Shawver, Director of Planning and Building, was present on behalf of these items.

**2. Tax Collection Agreement – City of Centralia (first and second reading)**

Mr. Shawver stated this is the conditional use permit for James and Donna McManama on behalf of Ethan Taylor for an agribusiness. The business is a seed warehouse. He stated there is an agriculturally based economy out there. He stated the Commission approved this conditional use permit on July 28, 2009.

Commissioner Elkin moved on this day the County Commission of the County of Boone does hereby adopt the Findings of Fact and Conclusions of Law relative to a conditional use permit for James and Donna McManama on behalf of Ethan W. Taylor for an agri-business use on 3.74 acres located at 22900 N. March Rd., Centralia.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0 **Order 364-2009**

### **3. Approval of Mobile Home Park Permit**

Mr. Shawver stated the Commission approved a conditional use permit for David L. Sallee for a three-unit mobile home park on April 28, 2009. He stated Mr. Sallee completed his application and submitted the required plans. The plans have been reviewed and approved and it is now ready for the County Commission to authorize the issuance of the Mobile Home Park Permit. He stated the permit number is 205 for the Sallee Post Service Sanctuary.

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby authorize a mobile home park license to be issued to David L. Sallee for the Sallee Post-Service Sanctuary Mobile Home Park, consisting of three mobile homes located at 11251 N Hecht Rd., Hallsville, MO.

Commissioner Elkin seconded the motion.

Commissioner Miller stated this meets all the regulations and conditions that we outlined.

Mr. Shawver stated that is correct. He stated the plans were submitted July 30<sup>th</sup>. They were prepared by Brush and Associates. He stated the plans were reviewed on July 31<sup>st</sup> and comments were issued that afternoon to Mr. Brush. The revised plans were received yesterday afternoon and were reviewed for compliance and placed on the agenda.

There were no other comments and no public comment.

The motion passed 3-0 **Order 365-2009**

### **Prosecuting Attorney**

#### **4. Budget Amendment for Violence Against Women Recovery Act Project (first reading)**

Commissioner Miller stated the Commission authorized the Prosecuting Attorney to apply for this grant and this will allow them to set up the budget to spend the money that they receive.

Commissioner Pearson stated this is a first reading and requested the Deputy County Clerk to schedule this item for a second reading at the next available commission meeting following the mandatory 10 day waiting period with an appropriate order for approval.

### **Purchasing**

Tyson Boldan, Purchasing, and Pete Bakutes, Court Services, were present on behalf of this item.

**5. Amendment Number Four – 55-27SEP05 – Electronic Monitoring Systems and Equipment (first reading)**

Mr. Boldan stated this is an amendment to contract 55-27SEP05 – Electronic Monitoring Systems and Equipment. This equipment addition to the contract is requested by Pete Bakutes, Court Services Supervisor. This equipment replaces the current cellular system with no additional cost (still \$6.00 per day per unit).

Invoices will continue to be paid from Department 1241 – Juvenile Office and 1210 – Circuit Court Services, Account 71600 – Equipment Leases and Meter Charges.

Commissioner Elkin asked if we had cellular capabilities for the monitoring.

Mr. Bakutes stated we do have that, and it is part of the main contract. He stated the original contract doesn't allow for spares, so every day that a unit is in the office – even if it is not used – we pay the full \$6.00. The amendment will allow us to have one extra per day so when we know a judge is about to order a cell unit and someone is about to come off of one with two days in between, now we won't have to ship it out and then have it shipped right back. We will be able to keep it on the shelf, and that is a major benefit.

Commissioner Pearson stated this is a first reading and requested the Deputy County Clerk to schedule this item for a second reading at the next available commission meeting with an appropriate order for approval.

**Sheriff's Department**

Chad Martin, Sheriff's Department, was present on behalf of these items.

**6. Authorize Presiding Commissioner to Sign Award and Special Conditions for Cyber Crimes Grant**

Mr. Martin stated we have received the Award of Contract and Special Conditions paperwork for the Recovery Act Multi-Jurisdictional Cyber Crime Grant Program. He stated we have to return the paperwork by August 19, 2009 to receive our award. He stated the reason there are so many documents is because they have taken what the Recovery Act special conditions are from the federal government and then have tacked on some additional state documents. He stated the conditions are essentially the same. There are a few changes on reporting and tracking purchasing, etc.

Commissioner Elkin moved on this day the County Commission of the County of Boone does hereby authorize the Presiding Commissioner to sign the Award and Special Conditions for the Cyber Crimes Grant.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0 **Order 366-2009**

### **7. Budget Amendment for Warehouse Building Project**

Mr. Martin stated the Sheriff's Department is submitting a budget amendment to authorize the transfer of funds from the Sheriff Civil Charges Fund to the Sheriff/Election Facility Capital Project Fund. This will provide "seed" funding in the capital project fund to cover architect and other fees that will be incurred in the coming months and need to be paid before the final financing is in place for the project as a whole.

Commissioner Miller stated, the Sheriff's department had identified a long-term need and has been saving civil process funds to help construct a new facility. The space will be used to expand the Sheriff's administrative offices to accommodate the Internet Crimes, Pro-active and Drug Units also including space for records and evidence storage.

The County had been leasing warehouse space for the county clerk's election equipment on the open market and the Sheriff's records and evidence storage. The three year lease was expiring and the county chose to test the market. Only two bids were received one being the current facility and the other for a much larger facility, both higher than our current costs. In addition to the rent-- the county paid the taxes, insurance & common area maintenance fees. At that point, because of our revenue situation the county chose to look at it as an opportunity to do something different. We evaluated all of our options and found a more cost effective option was to find temporary storage for the machines in county owned buildings and build a new warehouse facility that the county would own.

The county was able to make this project a reality by bonding the debt and using a yearly contribution from the civil process fund of \$40,000 and the funds that would have been expended on a lease. The short term benefit is the Sheriff gets additional space in a more timely manner but the ultimate benefit is the elimination of the ongoing cost to General Revenue once the bond debt is retired.

Commissioner Pearson stated this is a first reading and requested the Deputy County Clerk to schedule this item for a second reading at the next available commission meeting following the mandatory 10 day waiting period with an appropriate order for approval.

### **Court Administrator**

Kathy Lloyd, Court Administrator, and Christy Blakemore, Circuit Clerk, were present on behalf of this item.

### **8. Presentation of FY2010 Budget**

Ms. Lloyd and Ms. Blakemore presented the FY2010 proposed budget for the Courthouse. A

copy of the presentation may be obtained in the County Clerk's Office located in Room 236 of the Roger B. Wilson Boone County Government Center at 801 E. Walnut, Columbia, MO 65201.

**Miscellaneous**

**9. Agreement for Consulting Services for Boone County Warehouse Geotechnical Engineering Services (first reading)**

Commissioner Miller stated this is a contract with Terracon through our engineer. This proposal is not to exceed \$3,000.00. She stated we have to get this done before we actually decide on the site of the building and settle on the footprint because we have to know what we are dealing with as far as the soil.

Commissioner Pearson stated this is a first reading and requested the Deputy County Clerk to schedule this item for a second reading at the next available commission meeting with an appropriate order for approval.

**10. Agreement for Architectural Services (first reading)**

Commissioner Miller stated this is the agreement with John Simon Architect. She stated they are charging us a 5.4% architectural fee, which is really reasonable when you look at the market. She stated we are going to use our own construction manager out of the Planning and Building Department. The engineer that will be doing the groundwork is Crockett Engineering. They were the original engineers on the jail.

Commissioner Pearson stated this is a first reading and requested the Deputy County Clerk to schedule this item for a second reading at the next available commission meeting with an appropriate order for approval.

**11. Budget Amendment for Architect's Contract and Initial Owner's Costs for Warehouse Building (first reading)**

Commissioner Miller stated this is to set up the budget for the architectural fees, the Terracon fees, and \$1,000 worth of reimbursables needed for the architect. She stated we need to establish this budget until we get construction documents and bids and then we will set the total budget for the project.

Commissioner Pearson stated this is a first reading and requested the Deputy County Clerk to schedule this item for a second reading at the next available commission meeting following the mandatory 10 day waiting period with an appropriate order for approval.

**12. Budget Amendment for Phase I of Government Center Remodel Project (first read on**

7/28/09)

Commissioner Pearson stated this is for the engineering work on the stairwell for the third floor remodel.

Commissioner Elkin moved on this day the County Commission of the County of Boone does hereby approve the following budget amendment to increase reimbursables for Phase I of the Government Center remodel project:

Department	Account	Department Name	Account Name	Decrease	Increase
4010	71212	Gov Center Capital Project	A/E Reimbursables		\$1,584.00

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0 **Order 367-2009**

**13. Authorize Closure of Fred S. Sapp Rd.**

Commissioner Miller stated Ms. Mendenhall came to the Commission earlier this year asking for the closure of Fred S. Sapp Rd. and we asked her to get a letter from the Arias', who is the other family affected by this, saying they didn't have a problem with it. She stated she was going through her files and told Ms. Mendenhall that we had not heard from Mr. Arias. She contacted him and he said he had sent a letter, but no one at the County ever got it. He sent in another letter and she stated she is comfortable with closing the road now.

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby authorize the closing of Fred S. Sapp Rd., which will end the public maintenance of the road, but leave the public easement in place.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0 **Order 368-2009**

**14. Commissioner Reports**

There were no commissioner reports.

**15. Public Comment**

There was no public comment.

The meeting adjourned at 11:36 a.m.

Attest:

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Wendy S. Noren  
Clerk of the County Commission

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Kenneth M. Pearson  
Presiding Commissioner

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Karen M. Miller  
District I Commissioner

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Skip Elkin  
District II Commissioner