

TERM OF COMMISSION: January Session of the January Adjourned Term

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

PRESENT WERE: Presiding Commissioner Edward H. Robb
District I Commissioner Karen M. Miller
District II Commissioner Skip Elkin
Deputy County Clerk Kristina Johnson

The meeting was called to order at 9:32 a.m.

County Clerk

1. Accept Certification of Candidates and authorization of Hospital Trustee of Boone County Election (first and second reading)

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby call for an election to be held in said County on Tuesday, the 5th day of April, 2011, for the purpose of electing one (1) member of the County Hospital Board of Trustees who shall serve for a term of 5 years.

Said Commission hereby adopts the following Notice of Election and Sample Ballot for said election:

STATE OF MISSOURI
COUNTY OF BOONE

Notice is hereby given to the qualified electors of the County of Boone, Missouri, that the County Commission of said County has called for an election to be held on Tuesday, the 5th day of April, 2011, from and between the hours of six o'clock a.m. and seven o'clock p.m. on said day for the purpose of electing one (1) member of the County Hospital Board of Trustees for a term of 5 years.

The ballot at said election shall be in substantially the following form:

OFFICIAL BALLOT
COUNTY OF BOONE, MISSOURI
Tuesday, April 5, 2011

FOR HOSPITAL TRUSTEE:
(VOTE FOR 1) (5 YEAR TERM)

JAN BECKETT

H. JERRY MURRELL

The Commission further orders the election to be conducted by the Clerk of said County pursuant to the provisions of Chapter 115 RSMo.

Commissioner Elkin seconded the motion.

There was no discussion or public comment.

The motion carried 3 to 0. **Order # 25-2011**

2. Accept Certification of Candidate for Boone County Hospital Trustee (first and second reading)

Commissioner Elkin moved on this day the County Commission of the County of Boone does hereby accept the attached certification by the Boone County Clerk regarding the election of the Hospital Trustee of Boone County to a one year unexpired term. Pursuant to the provisions of 115.124.1 RSMo., no election shall be held for such office and the candidate, Robert “Bob” Wagner, 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 5, 2011 election. It is further ordered the Presiding Commissioner is hereby authorized to sign the commission for Robert “Bob” Wagner to serve as a Hospital Trustee for a one year unexpired term.

Commissioner Miller seconded the motion.

There was no discussion or public comment.

The motion carried 3 to 0. **Order # 26-2011**

3. Accept Certification of Candidate for Centralia Special Road District (first and second reading)

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby accept the attached certification by the Boone County Clerk regarding the election of Commissioner of the Centralia Special Road District. Pursuant to the provisions of 115.124.1 RSMo., no election shall be held for such office and the candidate, Gary Paul 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 5, 2011 election. It is further ordered the Presiding Commissioner is hereby authorized to sign the commission for Gary Paul Riedel to serve as Commissioner of Centralia Special Road District for a three year term.

Commissioner Elkin seconded the motion.

There was no discussion or public comment.

The motion carried 3 to 0. **Order # 27-2011**

Purchasing

Melinda Bobbitt from Purchasing was present on behalf of these items.

4. 3-080916LD Light Duty Trucks F150 Pickup Truck 4x4 (first reading)

Ms. Bobbitt stated Purchasing and Public Works request permission to utilize the Missouri Department of Transportation contract 3-080916LD to purchase one (1) 2011 F150 ½ ton 4x4 extended cab pickup truck from Joe Machens Ford of Columbia, Missouri.

Total cost of contract is \$21,234.00 and will be paid from department 2045 – Public Works Design and Construction, account 92400 – Replacement Auto/Trucks. \$25,000.00 was budgeted for 2011.

The Purchasing Department requests permission to dispose of the following surplus: 2002 Chevrolet S10 Blazer 4WD, fixed asset tag 13397.

Commissioner Miller asked Commissioner Elkin whose vehicle this was.

Commissioner Elkin stated he thought this was Chip's vehicle.

Commissioner Miller stated she had thought the County was holding this purchase.

Commissioner Elkin stated no that was the suburban, was it not. There was the suburban and then there was the blazer.

Commissioner Miller stated they were exchanging the blazer for the suburban and they were holding the purchase until we were deciding what the County was going to do with it. This was a first reading so there is time but I just want clarification.

Commissioner Elkin stated he would find out about it.

Commissioner Robb 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.

5. 3-080916LD Light Duty Trucks Equinox (first reading)

Ms. Bobbitt stated Purchasing and Public Works request permission to utilize the Missouri Department of Transportation contract 3-080916LD to purchase one (1) Equinox SUV 4X4 from Putnam Chevrolet of California, Missouri.

Total cost of contract is \$21,765.00 and will be paid from department 2040 – Public Works Maintenance Operations, account 92400 – Replacement Auto/Trucks. \$25,000.00 was budgeted for 2011.

The Purchasing Department requests permission to dispose of the following surplus:
2003 GMC ½ Ton Pickup Truck 4X4, fixed asset tag 14031.

Commissioner Robb 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.

6. Amendment # 1 3126 Body Armor (first reading)

Ms. Bobbitt stated Cooperative contract 3126 – Body Armor was approved for use by commission on October 19, 2010, commission number 502-2010. The attached amendment adds the Female Structured Body Armor vest to the contract with Alamar Uniforms for \$665.00 each. Invoices will be paid from departments: 1255 Corrections, 2902 Corrections LE Sales Tax, 1251 Sheriff and 2901 Sheriff Operations LE Sales Tax, account 23300 Uniforms.

Commissioner Robb 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.

7. 40-24Aug10 Internet Service Provider (first reading)

Ms. Bobbitt stated The Request for Proposal for an *Internet Service Provider* closed on August 24, 2010. Three proposal responses were received.

The evaluation committee consisted of Aron Gish, IT Director and Ryan Irish, Network Administrator. The evaluation committee recommends award to CenturyTel Long Distance, LLC dba CenturyLink Long Distance per their attached evaluation report. Also attached are a spreadsheet of a breakdown of the pricing offered and the Evaluation Report Form listing the points assigned by the evaluation team.

CenturyLink offered the most competitive pricing. Our anticipated monthly charge will be \$1,820.44 + \$61.24 first year router lease; annually \$21,906.52. \$24,480.00 has been budgeted for this service for 2011. Information Technology estimates that this award will save us \$ 2,500 annually. Purchase Requisitions will be processed by the IT Department after the first of the year.

This is a term and supply contract with monthly invoices being paid as follows:

- Department 1170 - Information Technology, account 71100 - Outside Services: \$1050.44/month plus a onetime fee of \$61.24 Router Lease for the first year. Router lease charge of \$6.14 will be added to the monthly after the first year of service.
- Department 2905 – LE/Judicial Indo Sys –LE Sales Tax, account 48002 – Data Communications: \$385.00
- Department 2040 – PW – Maintenance Operations, account 48002 – Data Communications: \$385.00

Commissioner Robb 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.

8. 59-18Nov10 Pre-Numbered & Labeled File Folders Term and Supply (second reading, first read on 1/20/2011)

Commissioner Elkin moved on this day the County Commission of the County of Boone does hereby award bid 59-18Nov10 Pre-Numbered & Labeled File Folders, to Office Essentials. It is further ordered the Presiding Commissioner is hereby authorized to sign said Term and Supply contract.

Commissioner Miller seconded the motion.

There was no discussion or public comment.

The motion carried 3 to 0. **Order # 28-2011**

Human Resources

Betty Dickneite from Human Resources was present on behalf of this item.

9. Recommendations for the Job Classification Committee over the Child Support Program Administrator Position (first reading)

Ms. Dickneite stated the Job Classification Committee met on January 19, 2011 to review and discuss the proposed removal of supervisory duties of the Child Support Program Administrator in the Prosecutor's Office. The Assistant Prosecuting Attorney for the Family Support Division will become the supervisor.

The Job Classification Committee members unanimously agreed to bring forward the following recommendation to the Commission:

Establish a new position classification titled **Budget Administrator/Child Support Specialist on pay range 33. Proposed effective date is 1/24/2011**

The Auditor's Office will de-activate the existing position of Child Support Program Administrator, which was on pay range 37, and create this new classification based on Commission approval of these recommendations

It is recommended that we establish a **new class code number of 5032 for the Budget Administrator/Child Support Specialist** classification. CJ Dykhous has reviewed the proposed changes and recommends this new classification be established as **non-exempt**. His comments are shown below:

"I believe this position is non-exempt under the FLSA, as the Assistant Prosecuting Attorney will be making the policy decisions reflected in the budget. In other words, this budget administrator will be presenting content and not creating content in the budget. This is similar to the analysis of the revised PDQ that was done on the Budget Administrator position at the Sheriff's Department, and I attach my opinion given in that case for your convenient reference."

Should you have any questions, please let me know.

Commissioner Robb 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

10. Budget Amendment to cover site restoration at the substation (second reading, first read on 1/11/2011)

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the following budget amendment to provide funds to cover site restoration at the substation for the Sheriff's Department:

Department	Account	Department Name	Account Name	Decrease \$	Increase \$
2540	71100	Civil Charges Funds	Outside Services		7,500.00

Commissioner Elkin seconded the motion.

There was no discussion or public comment.

The motion carried 3 to 0. **Order # 29-2011**

Circuit Court Administrator

11. Budget Amendment for VAWA - Integrated Domestic Violence Program (second reading, first read on 1/13/2011)

Commissioner Elkin moved on this day the County Commission of the County of Boone does hereby approve the following budget amendment to provide funds for the 2011 Violence Against Women Assistance (VAWA) Grant:

Department	Account	Department Name	Account Name	Decrease \$	Increase \$
1243	03411	Judicial Grants	Federal Grant Reimb		28,605.00
1243	10100	Judicial Grants	Salary		22,305.00
1243	10200	Judicial Grants	FICA		1,706.00
1243	10300	Judicial Grants	Health Ins		3,167.00
1243	10350	Judicial Grants	Life Ins		35.00

1243	10375	Judicial Grants	Dental Ins		237.00
1243	10325	Judicial Grants	Disability Ins		83.00
1243	10400	Judicial Grants	Workers Comp		812.00
1243	10500	Judicial Grants	401 A Match		260.00
1243	03411	Judicial Grants	Federal Grant Reimb		50,132.00
1243	37220	Judicial Grants	Travel to Training		89.00
1243	37230	Judicial Grants	Meals/ Lodging		183.00
1243	71100	Judicial Grants	Outside Services		49,860.00

Commissioner Miller seconded the motion.

There was no discussion or public comment.

The motion carried 3 to 0. **Order # 30-2011**

Resource Management

12. 2011 Consultant Agreements (second reading, first read on 1/18/2011)

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the following consultant agreements:

- a. A Civil Group
- b. Allstate Consultants
- c. Bartlett & West Inc.
- d. Bucher, Willis & Ratliff Corp.
- e. Butler, Rosenbury & Associates
- f. Crockett Engineering Consultants
- g. Engineering Surveys & Services
- h. Horner & Shifrin, Inc.
- i. Meco Engineering
- j. Poepping, Stone, Bach & Associates, Inc.
- k. Scroggs Architecture, P.C.
- l. Shafer, Kline & Warren
- m. Terracon
- n. Trabue, Hansen & Hinshaw, Inc.
- o. Transystems Corp.

It is further ordered the Presiding Commissioner is hereby authorized to sign said agreements.

Commissioner Elkin seconded the motion.

There was no discussion or public comment.

The motion carried 3 to 0. **Order # 31-2011**

Information Technology

13. Authorize Presiding Commissioner Edward H. Robb as the signing official for all Boone County GIS License Agreements (second reading, first read on 1/20/2011)

Commissioner Elkin moved on this day the County Commission of the County of Boone does hereby authorize the newly elected Presiding Commissioner Edward H. Robb to be the signing official for all Boone County GIS License Agreements.

Commissioner Miller seconded the motion.

There was no discussion or public comment.

The motion carried 3 to 0. **Order # 32-2011**

14. Approve the Generic and Limited Boone County GIS License Agreements (second reading, first read on 1/20/2011)

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the attached templates for all Boone County GIS License Agreements and all Boone County GIS Data Limited License Agreements. The terms of these agreements are stipulated in the attached memorandums. It is further ordered the Presiding Commissioner is hereby authorized to sign any such GIS License Agreements upon request of the County's GIS Manager, or his designee.

Commissioner Elkin seconded the motion.

There was no discussion or public comment.

The motion carried 3 to 0. **Order # 33-2011**

Sewer District

Andy Lister from the Boone County Sewer District was present on behalf of this item.

15. Authorize Presiding Commissioner Edward H. Robb as the signing official for all Department of Natural Resources documents (second reading, first read on 1/20/2011)

Mr. Lister stated DNR requires one authorized signature for NID projects etc., and

Commissioner Edward H. Robb being the newly elected Presiding Commissioner is now presumably the new signer.

Commissioner Miller inquired as to if this would impact her signing of water documents.

Mr. Lister stated he believed this was for solely capital improvement projects.

Commissioner Miller stated well I guess if I sign something and they send it back we will know that we need to fix it.

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the following:

RESOLUTION authorizing the filing of an application with the Missouri Department of Natural Resources, State Revolving Fund Program for loans under the Missouri Clean Water Law (section 644, RSMo).

WHEREAS under the terms of the Missouri Clean Water Law, Section 644, Revised Statutes of Missouri the State of Missouri has authorized the making of loans and/ or grants to authorized applicants to aid in the construction of specific public projects.

NOW, THEREFORE, be it resolved by Boone County:

1. That Edward H. Robb be and he is hereby authorized to execute and file an application on behalf of the Boone County Commission with the Department of Natural Resources for a loan and/or grant to aid in the construction of capital improvement projects.
2. That Edward H. Robb, Presiding Commissioner of Boone County, he is hereby authorized and directed to furnish such information as the Missouri Department of Natural Resources may reasonably request in connection with the application which is herein authorized, to sign all necessary documents on behalf of the applicant, to furnish such assurances to the Missouri Department of Natural Resources as may be required by law or regulation, and to receive payment on behalf of the applicant.

SO RESOLVED this 25th day of January, 2011; the Presiding Commissioner and County Clerk of Boone County being hereby authorized to sign this resolution on behalf of the Boone County Commission.

Commissioner Elkin seconded the motion.

There was no discussion or public comment.

The motion carried 3 to 0. **Order # 34-2011**

Commission

**16. Budget Amendment for payment of Health Department Air Balance Study
(second reading, first read on 1/11/2011)**

Commissioner Elkin moved on this day the County Commission of the County of Boone does hereby approve the following budget amendment to establish a budget for payment of the Health Department Air Balance Study and 50% reimbursement from the City:

Department	Account	Department Name	Account Name	Decrease \$	Increase \$
6230	03525	Capital R&R BC Health Department	Reimbrs Special Project		3,725.00
6230	71102	Capital R&R BC Health Department	Engineering Services		7,450.00

Commissioner Miller seconded the motion.

There was no discussion or public comment.

The motion carried 3 to 0. **Order # 35-2011**

17. Budget Amendment for the 2010 portion of BCRSD Energize MO (second reading, first read on 1/11/2011)

Commissioner Elkin moved on this day the County Commission of the County of Boone does hereby approve the following budget amendment to establish 2010 budget for Boone County Regional Sewer District Energize Missouri Communities Recovery Act subgrant for Energy Efficiency Upgrade Project:

Department	Account	Department Name	Account Name	Decrease \$	Increase \$
2973	03411	BCRSD Energize MO	Federal Grant Reimb		14,751.00
2973	71250	BCRSD Energize MO	Fed Gnt Pmt to Subrec		14,751.00

Commissioner Elkin seconded the motion.

There was no discussion or public comment.

The motion carried 3 to 0. **Order # 36-2011**

18. Budget Amendment for the 2011 portion of BCRSD Energize MO (second reading, first read on 1/11/2011)

Commissioner Elkin moved on this day the County Commission of the County of Boone does hereby approve the following budget amendment to establish 2011 budget for Boone County Regional Sewer District Energize Missouri Communities Recovery Act subgrant for Energy Efficiency Upgrade Project:

Department	Account	Department Name	Account Name	Decrease \$	Increase \$
2973	03411	BCRSD Energize MO	Federal Grant Reimb		113,301.00
2973	71250	BCRSD Energize MO	Fed Gnt Pmt to Subrec		113,301.00

Commissioner Miller seconded the motion.

There was no discussion or public comment.

The motion carried 3 to 0. **Order # 37-2011**

19. Public Comment

20. Commissioner Reports

Commissioner Elkin stated he would like to report on the Columbia Youth Basketball Facility. Patty Demarco and he gave a presentation to the University of Missouri School of Engineering Capstone class that will be helping assist with this. The students will be looking at parking lot, storm water, and actual structure for this. Tom Trabue is kind of overseeing this. Commissioner Elkin stated he thinks this is a great example of working with the University and projects that will be great for the community.

Commissioner Miller stated she would like to ask Deputy County Clerk Kristina Johnson to put on Thursday's agenda a 90th Birthday Proclamation for Bill Lloyd.

The meeting adjourned at 10:07 a.m.

Attest:

Edward H. Robb
Presiding Commissioner

Wendy S. Noren
Clerk of the County Commission

Karen M. Miller
District I Commissioner

Skip Elkin
District II Commissioner