

TERM OF COMMISSION: December Session of the October Adjourned Term

PLACE OF MEETING: Roger B. Wilson Boone County Government Center
Room 338

PRESENT WERE: Presiding Commissioner Daniel K. Atwill
District I Commissioner Karen M. Miller
Director of Purchasing Melinda Bobbitt
Director of Resource Management Stan Shawver
Chief Jailer Warren Brewer
Boone County Collector Patricia Lensmeyer
Deputy County Clerk Nancy Ray
Deputy County Clerk Tammy Turner
Purchasing Office Specialist Dave Eagle
Stormwater Educator Nicki Fuemmeler
Assistant Prosecuting Attorney Richard Hicks
Accountant Brian McCollum
Brittany Atkins
Deputy County Clerk Cameron Clarke

District II Commissioner Skip Elkin was absent.

The meeting was called to order at 1:30 p.m.

Employee Recognition & Suggestion Committee

1. Employee of the Quarter

Dave Eagle was present to present the nominees for Employee of the Quarter. Mr. Eagle stated it was his pleasure to introduce the nominees for the third quarter. Mr. Eagle stated the nominees are Nicki Fuemmeler, Michael Johnson, Brittany Atkins, Monica Kuster, Crystal Homan, and Tamara Turner.

Nicki Fuemmeler, Resource Management – Ms. Fuemmeler is a Stormwater Educator, and has been with the County for two and a half years. Nicki works well with the public and coworkers, and is dedicated to making Boone County a leader in stormwater education.

Michael Johnson, Corrections – Mr. Johnson is a corrections officer, and has been with the County for seven years. Mr. Johnson has a professional attitude with the public, and is very knowledgeable about the jail. Mr. Johnson treats his coworkers with respect, and encourages teamwork. Mr. Johnson makes the Boone County Jail the well run facility that it is.

Brittany Atkins, Prosecuting Attorney’s Office – Ms. Atkins is a receptionist in the

Prosecuting Attorney's office, and has been with the County for three years. Ms. Atkins deal with the public everyday, in sometimes difficult situations, with great patience and respect. Ms. Atkins interacts with all of her coworkers daily, and helps keep the office running smoothly and efficiently.

Monica Kuster, Commission Office – Ms. Kuster is the Commission Secretary, and has been with the County for one year. Ms. Kuster is very supportive of her peers, and is always willing to assist others. Ms. Kuster's great personality makes working with her a pleasure.

Crystal Homan, Corrections – Ms. Homan is a sergeant for corrections, and has been with the County for nineteen years. Ms. Homan is very professional, courteous, and helpful to the public and inmate population. Ms. Homan is a great team player and supervisor, and is very dedicated to her employees and the department.

Tamara Turner, County Clerk – Ms. Turner is an Elections Specialist in the County Clerk's Office, and has been with the County for twenty years. Ms. Turner was nominated twice. Ms. Turner is knowledgeable, professional, friendly, fair, consistent, and helpful. Ms. Turner works daily with voters who come in the office, and takes great measures to satisfy the public.

Mr. Eagle stated the Boone County Employee Recognition & Suggestion Committee would also like to recognize David Lee, probate clerk in the Boone County Circuit Clerk's office. Mr. Eagle stated he is an outstanding professional. Mr. Eagle stated this State of Missouri employee takes great care to make dealings with his office as pleasurable as possible to many Boone County Employees and the public.

Mr. Eagle stated the nominee selected for the Boone County Employee of the Third Quarter 2011 is Brian McCollum.

Brian McCollum, County Collector – Mr. McCollum is consistently polite, helpful, and professional to both citizens and employees. Mr. McCollum pays a great attention to detail and is very knowledgeable. Mr. McCollum assisted in the development and implementation of upgrades to his office.

Boone County Collector Patricia Lensmeyer was present to speak about her employee, Brian McCollum. Ms. Lensmeyer stated she knows of at least ten thousand words that she could be saying, but no one wants to hang around that long. Ms. Lensmeyer stated it is an honor for her to work with him and thanked him for everything he does.

Nancy Ray stated she would like to say a few words about Tamara Turner. Ms. Ray stated Ms. Turner is known internationally, because she deals with the absentee ballots and voter registration for those overseas due to military or other reasons.

Stan Shawver stated he would just like to say that the Employee Recognition & Suggestion Committee does an excellent job. Mr. Shawver stated to select any of the

nominees is a challenge. Mr. Shawver stated Nicki has done so much for his office. Mr. Shawver stated she has created some very clear, precise and informative brochures on stormwater.

Assistant Prosecuting Attorney Richard Hicks stated he would like to say a few words about Brittany Atkins. Mr. Hicks stated Brittany has been the receptionist for the Prosecutor's office for almost three years now, while she has also been going to school. Mr. Hicks stated some people aren't happy with his office, but Brittany has a disarming smile.

Purchasing

2. Bid award to Sumner Group Inc. and Data Comm, Inc. for bid 49-08NOV11 – Photocopier Maintenance: Auditor, Assessor, Prosecuting Attorney and Juvenile Office (first reading)

Director of Purchasing Melinda Bobbitt was present on behalf of this item. Ms. Bobbitt read the following memo:

Request for Quote 49-08NOV11 - Photocopier Maintenance closed on November 8, 2011. Two bids were received. Recommendation for award is:

Award to Sumner Group Inc. dba Image Technologies a Division of Datamx
Prosecuting Attorney: Image Technologies will replace their Gestetner 3235 with a Kyocera KM-5035 or similar Kyocera with the same functionality. Maintenance for 2012 for 10,000 copies is \$75.00 with overage billed at \$0.0075/copy. Staples are \$66.00 per box of 10,000. Invoice will be paid from 2630 – PA Bad Check Collections, account 60050 – Equipment Service Contract. \$502.00 was budgeted for 2012.

Juvenile Office: Maintenance for 2012 for 210,000 copies is \$1,575.00 with overage billed at \$0.0075/copy. Staples are \$66.00 per box of 25,000. Invoice will be paid from 1241 – Juvenile Office, account 60050 – Equipment Service Contract. \$1,700.00 was budgeted for 2012.

Award to Data Comm, Inc.

Auditor: Maintenance for 2012 for 40,000 copies is \$360.00 with overage billed at \$0.009/copy. Invoice will be paid from department 1110 - Auditor, account 60050 – Equipment Service Contract. \$550.00 was budgeted for 2012.

Assessor: Maintenance for 2012 for 100,000 copies is \$500.00 with overage billed at \$0.0075/copy. Invoice will be paid from 2010 – Assessment, account 60050 – Equipment Service Contract. \$726.00 was budgeted for 2012.
Four one-year optional renewals are also part of the contract.

Ms. Bobbitt stated they are starting to see more of these because old copiers are meant to

last about seven years, but we're trying to stretch them out a little longer because of the economy. Ms. Bobbitt stated there were so many copies for the prosecuting attorney that no one wanted to touch that.

Commissioner Miller asked why the staples are \$66 a box for ten thousand for the Prosecutor, and \$66 a box for twenty-five thousand for the Juvenile Office.

Ms. Bobbitt stated they are different machines.

Commissioner Atwill asked if we provide our own paper and toner.

Ms. Bobbitt stated we provide our own paper, but toner is a part of the maintenance. Ms. Bobbitt stated some staples are a part of some maintenance agreements, but not all.

Commissioner Atwill 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.

3. Bid award to C.L. Richardson Co., Inc. for bid 50-11NOV11 – MKT Trail Grading Services Term and Supply (first reading)

Director of Purchasing Melinda Bobbitt was present on behalf of this item. Ms. Bobbitt read the following memo:

The Bid for MKT Trail Grading Services Term and Supply closed on November 17, 2011. Four bids were received. Purchasing and Facilities Maintenance recommend award to C.L. Richardson Co., Inc., for offering the lowest and best bid for Boone County.

This will be a term and supply contract and will be paid from department 1610 –Parks and Recreation, account 60400 – Grounds Maintenance. \$20,000.00 is budgeted for this service.

Commissioner Atwill 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.

4. Cooperative Contract C110011001 – Fire Alarm Systems Inspection Services with SimplexGrinnell (first and second reading)

Director of Purchasing Melinda Bobbitt was present on behalf of this item. Ms. Bobbitt read the following memo:

Purchasing and Facilities Maintenance request permission to utilize State of Missouri cooperative contract C110011001 – Fire Alarm Systems Inspection Services with SimplexGrinnell of Columbia, MO.

Fire alarm annual inspection service at the jail is \$8,771.49. Invoice from 2011 will be paid from department 6100 – Facilities and Grounds Maintenance, account 60050 – Equipment Service Contract. The Sheriff’s office may use this contract in 2012.

Ms. Bobbitt stated at one time this was a sole source because there was only one vendor that could provide it. Ms. Bobbitt stated a few more have recently got in the game. Ms. Bobbitt stated we were paying \$15,000 for this service, so this contract is saving us a lot of money. Ms. Bobbitt stated she was asking for a first and second reading because Bob Davidson would like to get the work done this year.

Commissioner Miller stated it makes sense to go ahead if we’re saving that much money.

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the utilization of the State of Missouri cooperative contract C110011001 – Fire Alarm Systems Inspection Services with SimplexGrinnell. It is further ordered the Presiding Commissioner is hereby authorized to sign said contract.

Commissioner Atwill seconded the motion.

The motion carried 2 to 0. **Order # 515-2011**

5. Cooperative contract C311028001 – Fluorescent Bulb and Non-Rechargeable Battery Recycling with WM Lamptacker (second reading, first read 12/13/2011)

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the utilization of the State of Missouri cooperative contract C311028001 – Fluorescent Bulb and Non-Rechargeable Battery Recycling with WM Lamptacker. It is further ordered the Presiding Commissioner is hereby authorized to sign said contract.

Commissioner Atwill seconded the motion.

The motion carried 2 to 0. **Order # 516-2011**

6. Cooperative Contract C311091001 – Document Management Services with EPLAN Document Solutions (second reading, first read 12/13/2011)

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the utilization of the State of Missouri cooperative contract C311091001 – Document Management Services with EPLAN Document Solutions. It is further ordered the Presiding Commissioner is hereby authorized to sign said contract.

Commissioner Atwill seconded the motion.

The motion carried 2 to 0. **Order # 517-2011**

Commission

7. Public Hearing on Proposed FY 2012 Budget

No members of the public were present to comment on this item.

8. 2012 Holidays (second reading, first read 12/13/2011)

Commissioner Miller moved on this day the County Commission of the County of Boone hereby adopts the attached list of state holidays for FY2012. The Commission requests the Personnel Advisory Committee to review the impact on county government of being open in FY2011 the Friday after Thanksgiving. The Commission requests a report back with a recommended course of action for FY2012.

Commissioner Atwill seconded the motion.

The motion carried 2 to 0. **Order # 518-2011**

9. Public Comment

10. Commissioner Reports

The meeting adjourned at 1:50 p.m.

Attest:

Daniel K. Atwill
Presiding Commissioner

Wendy S. Noren
Clerk of the County Commission

Karen M. Miller
District I Commissioner

Skip Elkin
District II Commissioner