

TERM OF COMMISSION: September Session of the July Adjourned Term

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

PRESENT WERE: Presiding Commissioner Daniel K. Atwill
District I Commissioner Karen M. Miller
Administrative Assistant Kelle Westcott
Senior Buyer Amy Robbins
Director of Purchasing Melinda Bobbitt
Captain Gary German
Design and Construction Manager Derin Campbell
Accountant Jason Gibson
Deputy County Clerk Cameron Clarke

District II Commissioner Skip Elkin was absent.

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

Purchasing

1. Bid Opening: 43-13SEP12 - High Point Lane Bridge Replacement & Box Culvert Repair

43-13SEP12	Engineer’s Estimate	APAC	Don Schneider
Base Bid	\$444,343.50	\$469,180.10	\$504,445.71
Bid + Alternate	\$475,906.00	\$498,228.40	\$522,393.76

43-13SEP12	Emery Sapp	Lehman Construct.	Boone Construct
Base Bid	\$492,428.80	\$484,583.80	\$472,060.90
Bid + Alternate	\$522,635.95	\$509,998.09	\$484,956.75

43-13SEP12	Sam Gaines	Wydell Inc.	Chester Bross
Base Bid	\$501,022.00	\$491,479.30	\$474,447.00
Bid + Alternate	\$519,309.00	\$521,130.43	\$495,365.00

2. Bid Opening - 45-13SEP12 - Gibbs Road Full Depth Reclamation

45-13SEP12	Christensen Construction	APAC Missouri
Bid Total	\$350,880.58	\$355,350.00

3. Amendment to 50-12OCT10 – Plat Scanner (first reading)

Senior Buyer Amy Robbins was present on behalf of this item. Ms. Robbins read the

following memo:

Contract 50-12OCT10 – *Plat Scanner (Image Scanner: Production and Large Format)* with Docucopy, LLC of Columbia, MO was approved in commission on November 30, 2010. The attached amendment changes the name of the contractor from Docucopy, LLC to American Document Solutions.

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. RFP award to D&H Drug for RFP 38-24JUL12 – Prescription Medication (first reading)

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

Request for Proposal 38-24JUL12 – *Prescription Medication* closed on July 24, 2012. Five proposal responses were received.

The evaluation committee consisted of the following:

Chief Warren Brewer, Sheriff Department
Dr. Joel Blackburn, Medical Director for the Sheriff Department

The evaluation committee recommends award to D&H Drug per their attached Evaluation Report for being the best solution / fit for Boone County.

This is a Term and Supply contract and invoices will be paid from department 1255 – Corrections, account 23501 – Prescription Drugs. \$80,000 was budgeted for 2012 and \$90,000 is going to be requested for 2013. A negative balance of \$7,525 remains in the account at this time.

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.

5. Purchasing Policy Revision (first reading)

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

Purchasing requests to revise the Purchasing Policy Manual which was approved and adopted by Commission on November 10, 1998 and revised April 25, 2006, commission order 157-2006.

The proposed revisions will follow Senate Bill 729, signed and approved on July 10, 2012 which raises the bid threshold from \$4,500 to \$6,000 and raises the sole source notice (\$3,000) and advertisement requirement (\$5,000) to \$6,000, effective August 28, 2012.

Commissioner Miller asked if we have changed any of what we require of employees.

Ms. Bobbitt stated not yet, we were waiting to get this approved in Commission. Ms. Bobbitt stated the County Auditor is working on changing the Purchase Req. language.

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.

Resource Management

6. Road & Bridge Improvement/Repair Agreement with Rocheport (first reading)

Administrative Assistant Kelle Westcott was present on behalf of this item. Ms. Westcott stated this is the new sales tax distribution, and the first application that has been received. Ms. Westcott stated it's the agreement to proceed with the distribution of funds to Rocheport.

Commissioner Atwill confirmed it's for \$36,580.

Ms. Westcott stated that's correct.

Commissioner Miller confirmed that's what Mr. Campbell recommended to us.

Mr. Campbell stated yes.

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.

7. Federal Aid Program Agreement with the Missouri Highways and Transportation Commission (first reading)

Design and Construction Manager Derin Campbell was present on behalf of this item. Mr. Campbell stated this was a grant we applied for two years ago, and did not get. Mr. Campbell stated when it renewed we received notice in July that we have a grant to reconstruct/ replace a bridge. Mr. Campbell stated this is MODOT's standard agreement. Commissioner Miller asked what the location of this bridge is.

Mr. Campbell stated it's on Rustic Road, about a ½ mile south of where it intersects with Route W. Mr. Campbell stated the west side of the bridge is in the city, and the east side is in the county. Mr. Campbell stated we're working on an agreement with the City of Columbia that will be coming forth in a couple weeks. Mr. Campbell stated we did not get the entire funding in the grant, so anything excess would be split 50/50 with the City.

Commissioner Miller asked if the City would take over Rustic Road completely.

Mr. Campbell stated that's one of the things we're going to talk to them about.

Commissioner Atwill asked how much the grant is for.

Mr. Campbell stated \$204,255.

Mr. Campbell stated this is a grant to use innovative construction techniques that speed up the construction process. Mr. Campbell stated there will be GRS abutments and a particular type of superstructure that will increase the pace of construction. Mr. Campbell stated this will be the first bridge in Missouri that will use these techniques.

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.

8. No Parking Signs (second reading, first read 9/11/2012)

Captain Gary German was present on behalf of this item. Captain German stated he met with the owner Frank Davis and gave him a copy of the map that outlines the no parking zones. Captain German stated he had recognized the parking issue, and contacted another business owner to ask to use their parking lot. Captain German stated he has received permission to allow his patrons to park there, but they haven't done it yet.

Commissioner Miller stated she didn't want his patrons towed because they didn't know it was going to be enforced. Commissioner Miller stated this allows him to have a plan to tell his patrons where to park.

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the installation of "No Parking" signs along roadways in the Wagon Trail Road and Prathersville Road area as set forth by the attached sign plan provided by the Boone County Resource Management Department at the request of the Boone County Sheriff; and as authorized in section 2.10.1 of the Boone County, Missouri Roadway Regulations Chapter II.

Commissioner Atwill seconded the motion.

The motion carried 2 to 0. **Order # 440-2012**

Commission

9. Budget amendment to increase appropriations for transfers of residual balances related to the close out of debt service funds 304 & 385 (first reading)

Accountant Jason Gibson was present on behalf of this item. Mr. Gibson stated these are two debt service funds. Mr. Gibson stated when we set up a debt service fund it's used to accumulate and pay for special obligation bond and NID bond debt. Mr. Gibson stated these are two debts that we retired earlier this year. Mr. Gibson stated fund 385 was for the 2001 Series Road NID, and 304 was the 2005 Special Obligation Bond. Mr. Gibson stated they'll be closed out to the general fund.

Commissioner Atwill stated this is a first reading and requested the Deputy County Clerk to schedule this item for a second reading after the 10 day hold required for budget amendments with an appropriate order for approval.

10. Energy Grant Amendment (second reading, first read 9/11/2012)

Commissioner Atwill moved on this day the County Commission of the County of Boone does hereby approve Amendment 3 to the Energize Missouri Communities Subgrant Agreement. It is further ordered the Presiding Commissioner is hereby authorized to sign said amendment.

Commissioner Miller seconded the motion.

The motion carried 2 to 0. **Order # 441-2012**

11. Board appointments (first and second reading)

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby appoint/ reappoint the following:

Name	Board	Period
James Pounds	Building Code Commission	Effective: 9/13/2012 Expires: 9/13/2014
Harry Feirman	Board of Health	Effective: 9/13/2012 Expires: 9/13/2015
Lance Robbins	Board of Adjustment	Effective: 9/13/2012 Expires: 9/13/2016

Commissioner Atwill seconded the motion.

The motion carried 2 to 0. **Order # 442-2012**

12. Authorize additional payments on 9/14/2012 payroll for employees that were sent home due to paint fumes (first and second reading)

Assistant Prosecuting Attorney Stephen Gunn was present on behalf of this item. Mr. Gunn stated we had a unique situation at the Child Support Unit, which is in a separate building from the Courthouse. Mr. Gunn stated the offices adjacent to the building are being renovated, and the painters were using an oil based primer with high, volatile organic compounds. Mr. Gunn stated on the 28th, the fumes that permeated the office space were very strong. Mr. Gunn stated staff began to feel some ill effects from that, and we were able to stay open until 9 a.m. Mr. Gunn stated there were complaints from lightheadedness to nausea, to headaches, and eye irritations. Mr. Gunn stated he was concerned for the staff’s wellbeing, and at that point we decided the staff needed to leave the premises. Mr. Gunn stated there was no way to move them to another facility, because they have dedicated computers that are connected to the Missouri Child Support System. Mr. Gunn stated the employee salaries are funded by the State of Missouri, so there should be no impact to the County’s budget. Mr. Gunn stated the staff tried to come to work everyday, and we tried to abate the fumes with fans. Mr. Gunn stated we had to close up the offices at night due to security reasons and the fumes came back.

Commissioner Miller stated the only reason he’s here is because you have to get Commission approval when you make these decisions, so he’s clarifying it. Commissioner Miller stated if he came earlier we would’ve done the same thing because we don’t want our employees to be hindered by chemical fumes.

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby authorize the County Clerk to pay additional hours at the employee regular rate of pay on the September 14, 2012 payroll to the following employees in the amount listed:

Glenda Jolly – Legal Secretary	24.5 hours
Barbara Morris – Budget Admin	24.5 hours
Janice Orton – Child Support Enforcement	24 hours
Kerri Payne – Child Support Enforcement Tech	24.5 hours
Katie Jo Rau – Child Support Enforcement Tech	12 hours
Nicole Thall – Child Support Enforcement Tech	24.5 hours

This payment is an exception to County policy relating to office closings in that the Supervisor made the decision, without prior Commission approval, to close the Child Support office and send employees home when paint fumes were present.

Commissioner Atwill seconded the motion.

The motion carried 2 to 0. **Order # 443-2012**

13. Public Comment

14. Commissioner Reports

The meeting adjourned at 1:57 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