

TERM OF COMMISSION: December 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 9:31 a.m.

Subject: Purchasing Department

Melinda Bobbitt, Purchasing Department Director, was present on behalf of these items.

A. First Reading of Bid 80-07DEC04 (2005 Regular Cab/Chassis DRW 4x4 Service/Utility Truck)

Melinda Bobbitt stated the Bid for a 2005 Regular Cab/Chassis DRW 4x4 Service/Utility Truck closed on December 7, 2004. Six bids were received. Purchasing and the Public Work's department recommend award to Meier Chevrolet-Buick for submitting the low bid. As noted in the attached memo from Public Works, two bidders submitted a bid for the trade-in vehicle based on a previous bid. A different trade-in vehicle was utilized on this bid. Public Works will be awarding the bid as per the specifications and with all options but without the trade-in.

Total cost of the contract is \$63,473.78 to be paid out of department 2040 - PW Maintenance Operations, account number 92400 – Replacement Auto/Trucks. The budgeted amount for this purchase is \$69,000.00.

Mrs. Bobbitt noted the truck that is being replaced has a cylinder out and will come before Commission for disposal recommendation next week.

Commissioner Schnarre asked if this is just the chassis. David Mink, Public Works Director, stated this is a complete truck with winch but does not include the tool box. The tool boxes will be bid separately.

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.

B. First Reading of Bid 66-14DEC04 (Crushed Stone Aggregate and Chip Seal Products Term and Supply)

Melinda Bobbitt stated the Bid for *Crushed Stone Aggregate and Chip Seal Products* closed on December 14, 2004. Four bids were received. Public Works recommendation for award for Crushed Stone Aggregate by low bid is as follows:

	Area 1	Area 2	Area 3	Area 4
Primary	Mid-MO Limestone – Riggs	Boone Quarries	Boone Quarries	Capital Quarries
Secondary	Boone Quarries	Mid-MO Limestone – Riggs	Mid-MO Limestone – Millersburg	Mid-MO Limestone – Millersburg
Tertiary	Mid-MO Limestone – Millersburg	Mid-MO Limestone – Millersburg	Mid-MO Limestone – Riggs	Boone Quarries

Public Works recommends award for Chip Seal Products by lowest and best bid to Boone Quarries.

Total 2005 budget is \$1,440,271. This contract will be paid out of department 2040 – Public Works Maintenance Operations, account numbers 26200 – Rock and 26201 Rock – Vendor Hauled.

David Mink, Public Works Director, explained how the evaluation was done for each area.

Commissioner Miller asked how the secondary and tertiary vendors were determined. Mr. Mink stated if rock is not available from the primary vendor or if the primary vendor did not have trucks available.

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 Approval of Budget Revision

Commissioner Miller moved to approve the following budget revision:

DEPARTMENT ACCOUNT AND TITLE	AMOUNT DECREASE	AMOUNT INCREASE
2901-91300: LE Tax – Machinery and Equipment	\$11,000.00	
2901-60250: LE Tax – Equipment Installation		\$11,000.00

Said budget revision is for equipment installation for 11 vehicles for the Boone County Sheriff’s Department.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 517-2004**

Subject: First Reading of Homemaker/Personal Care and Respite Care Services Contracts

- A. American HomeCare Management
- B. Boone Hospital Home Care
- C. Help At Home
- D. HomeCare of Mid-Missouri
- E. Northeast Community Action Corporation
- F. The Curators of the University of Missouri on behalf of University Nurses Senior Care

Commissioner Miller stated the Commission has contracts for Homemaker/Personal Care and Respite Care Services. These contracts will begin January 1, 2005 and are term and supply contracts. There is a renewal clause in the contracts.

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: Accept General Warranty Deed for property located at 607 E. Ash

Commissioner Miller moved to accept the General Warranty Deed for property located at 607 E. Ash, Columbia as recorded in Book 2639 Page 99 of the Records of Boone County, Missouri.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 518-2004**

Commissioner Reports

Commissioner Schnarre

Governor's Executive Order 04-28 (January 10, 2005 Holiday)

Commissioner Schnarre stated the Governor has declared January 10, 2005 a holiday for Inauguration.

Commissioner Miller noted the Courts are still in session that day.

Commissioner Miller

West Central Commissioners Association

Commissioner Miller stated Boone County hosted the West Central Commissioners Association meeting last week. They toured the Life Sciences Center and the Sears Greenhouses. Dean Crist of the Medical School, Jim Coleman Vice Provost of Research and Development and Tom Henderson Interim Director of the Extension Center spoke to the group.

She thanked Cathy Richards and Carol Gragg for their work in setting up this meeting and Facilities Maintenance for setting up chairs.

Commissioner Elkin

No reports at this time.

Subject: Discussion and status report of Fairgrounds Outdoor Recreation Project

June Pitchford, Boone County Auditor, was present on behalf of this item.

June Pitchford stated she believes the Commission should include appropriations in the FY2005 budget for this project but she needed direction from the Commission on how to do this. She has an application and award letter for additional funding from other groups for this project.

Commissioner Elkin stated when he began this project, he spoke with a lot of the civic

groups and youth sports groups about donations for this project. At that time, the amount being requested was too much because there were so many unknowns.

The Commission originally had a lease agreement with Diamond Council to provide them with space for the development of ball fields. The original space the Commission was going to provide is where the National Guard and Juvenile Center are. The previous Commission terminated that lease with the understanding that the Commission would try to work out an arrangement for space.

Commissioner Elkin stated Diamond Council has agreed to provide \$10,000 toward this project and he has a letter stating this. In addition to this, B.C. Baseball Organization has also agreed to provide \$10,000 for this project and an additional \$15,000 in the future. B.C. Baseball Organization has stated over the next 12 years.

Mrs. Pitchford asked if the \$10,000 from Diamond Council and \$10,000 from B.C. Baseball were revenues the County would expect to receive in FY2005 in conjunction with the grant. Commissioner Elkin stated that was correct.

Mrs. Pitchford stated the additional \$15,000 may not be received in FY2005. Commissioner Elkin stated they have the capacity to provide they funds but they did not want to commit the funds in a short window.

Commissioner Elkin stated the County originally wanted to budget \$25,000 in FY2004 and \$25,000 in FY2005. This was agreed upon in October 2003.

Mrs. Pitchford stated the funding source for this \$50,000 was from the insurance proceeds which are currently in the Fairgrounds Maintenance Fund.

Commissioner Elkin stated the Grant Award was \$76,005.

Mrs. Pitchford stated the revenue stream for FY2005 is \$10,000 from Diamond Council, \$10,000 from B.C. Baseball, \$50,000 from the Commission and \$76,005 from the insurance. She asked if this is for the development of ball fields.

Commissioner Elkin stated this is for baseball fields and a council hut.

Mrs. Pitchford asked if the cost estimates were consistent with the revenue stream. Commissioner Elkin stated that is correct and there is also some labor and materials that is being donated. He is not sure how this should be handled.

Commissioner Schnarre asked if the donated labor and materials will go toward the County's 55%. Commissioner Elkin stated that is correct.

Commissioner Elkin stated when the planning phase started, the Missouri National Guard

was going to utilize their Innovative Readiness Training Program but due to the number of Guard members that are fighting in Iraq and Afghanistan they are unable to help. There are other options for donated labor such as Linn Tech.

Mrs. Pitchford stated she does not believe there is a budgetary impact for donated labor and material but it should be documented.

Commissioner Elkin noted the funding used for the master planning also counted toward the County's match.

Mrs. Pitchford asked if the project will move forward next year. Commissioner Elkin stated the project has to be done by December 2006.

When the Commission originally applied for this grant, the ball fields were going to be placed on the Fairgrounds in the southeastern low-lying area. There was no agreement or plan for the Atkins' tract when the original application was submitted. Now the County has worked with the City, the fields have shifted to the Atkins' tract. Parking and other infrastructure costs have risen. Allstate Consultants is currently working on plans for roadways and other infrastructure plans. After those plans are in place, Commissioner Elkin will have a meeting with Mike Hood, City Parks and Recreation, to work out an arrangement with the City on providing assistance with infrastructure development.

Mrs. Pitchford stated the development of the ball fields would occur after the plans for the infrastructure were in place. Commissioner Elkin stated that is correct.

Mrs. Pitchford asked if the City will be responsible for the on-going maintenance of the ball fields. Commissioner Elkin stated in preliminary discussions with Mike Hood, the City would probably be more qualified to manage the facilities.

Mrs. Pitchford asked if the City would be involved in the collection of fees. Commissioner Elkin stated the City would handle all the fee collection.

Mrs. Pitchford stated there would be contract with Diamond Council and B.C. Baseball for their funding and a contract with the City for infrastructure and on-going maintenance.

She noted in her discussions with Commissioner Elkin about whether these funds should be in a separate capital project fund or in the fairground maintenance fund. She believes a capital project fund should be established and have a transfer of \$50,000 from the fairground maintenance fund. At the completion of the construction, it does not sound as there will be a need for an enterprise fund. Commissioner Elkin also indicated there could be additional revenues for various construction projects and the County could continue to use a capital project fund.

Commissioner Miller stated this would be an on-going fund that would not go away.

Commissioner Schnarre stated he believes it would be better to keep the fund separate.

Mrs. Pitchford asked if the grant was a reimbursement or up-front. Commissioner Elkin stated it is a reimbursement grant.

Commissioner Elkin suggested since there are so many unknowns with this project, these funds should be placed in contingency. Mrs. Pitchford stated the \$50,000 could be budgeted in contingency in the fairgrounds maintenance fund then do a budget amendment to set up the capital project fund.

The Commission did agree to put the \$50,000 in contingency in the fairgrounds maintenance fund.

Commissioner Schnarre asked if there will be contracts with the organizations for the donations. Commissioner Elkin stated that is correct.

Mrs. Pitchford asked if the City and County are on the same page on the infrastructure. Commissioner Elkin stated there are still some items being worked out but the County and City Parks and Recreation are on the same page.

There was no public comment.

The meeting adjourned at 10:07 a.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