

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 Keith Schnarre
District II Commissioner Skip Elkin
Deputy County Clerk Shawna Victor

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

Subject: Purchasing Department

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

A. Second Reading and Award of Bid 58-07DEC04 (Seasonal Grounds and Lawn Care Services Term and Supply)

Melinda Bobbitt stated Purchasing and the Facilities Maintenance Department recommend award to the low bidder, Top Care, Inc. This Term and Supply contract will be paid out of department 6100 Facilities Maintenance, account 60400 Grounds Maintenance and department 1610 Parks and Recreation, account 60400 Grounds Maintenance. The budgeted amount for FY2005 for Seasonal Grounds and Lawn Care Services is \$33,000.00.

Commissioner Elkin moved to award bid 58-07DEC04 for Seasonal Grounds and Lawn Care Services Term and Supply to Top Care, Inc.

Commissioner Schnarre seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 16-2005**

B. Second Reading and Award of Bid 82-20DEC04 (Body Armor Term and Supply)

Melinda Bobbitt stated Purchasing and the Sheriff's Department recommend award to Ed Roehr for submitting the lowest and best bid for Boone County.

This is a Term and Supply contract and invoices will be paid out of organizations 1251 – Sheriff and 1255 – Corrections – account 23300 – Uniforms. Department 1251 has \$4,745 and department 1255 has \$2,500 budgeted for Body Armor.

Commissioner Elkin moved to award bid 82-20DEC04 for Body Armor Term and Supply to Ed Roehr.

Commissioner Schnarre seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 17-2005**

C. First Reading of Request to Dispose of a 1994 Ford Ranger

Melinda Bobbitt stated the Purchasing Department is requesting permission to dispose of the following:

1994 Ford Ranger Truck
VIN #: 1FTCR10U0RUC96512

Purchasing and Public Works recommend trying GovDeals for the initial disposal. If we are not successful, then we will use one of the car auctions for the disposal.

Mrs. Bobbitt noted this truck does not run.

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.

D. First Reading of Request to Dispose of Computer/Peripheral Surplus Equipment

Melinda Bobbitt stated Purchasing has identified a list of computer/peripheral equipment for disposal. The Purchasing Department is requesting approval for disposal through GovDeals or Kemper Auction Services.

Mrs. Bobbitt noted the hard drives are being taken out of the computers because it was very time consuming to clean the hard drives before disposal. She will note that there are no hard drives on these computers.

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: Public Works – Second Reading and Approval of Consultant Service Agreements

- A Civil Group (Trails West Subdivision Drainage Project)
- Engineering Surveys and Services (Lake of the Woods Subdivision Phase I)
- Terracon (Geotechnical Services)

Commissioner Elkin moved to approve the Consultant Service Agreement with A Civil Group for Surveying Services for the Trails West Subdivision Drainage Project.

Commissioner Schnarre seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 18-2005**

Commissioner Elkin moved to approve the Consultant Service Agreement with Engineering Surveys and Services for the Lake of the Woods Subdivision Phase I – Pavement Repair and Drainage Improvement project.

Commissioner Schnarre seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 19-2005**

Commissioner Elkin moved to approve the Consultant Service Agreement with Terracon for Geotechnical Services for seven (7) Drainage Structures.

Commissioner Schnarre seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 20-2005**

Subject: Road and Bridge Advisory Committee – First Reading of Recommendation for Variances for Good Time Acres Neighborhood Improvement District

David Mink, Public Works Director, was present on behalf of this item.

David Mink stated the Public Works Department brought forward two variance requests to the Road and Bridge Advisory Committee for the Good Time Acres Neighborhood Improvement District. The following variance requests were approved by the Committee.

- The Boone County Public Works Department requests that the department be allowed to design and construct streets and storm drainage systems within the Good Time Acres N.I.D. with a resulting 8.8' of clear traffic lane width remaining during a 10 year frequency storm event, rather than the required 10' required by the Boone County Roadway Regulations-Chapter II Road, Bridge, and Right of Way Regulations (Revised May 13, 2004), Appendix F, Section 3 - Flow in Streets, Paragraph 3.02 - Permissible spread of water, C. Local Streets.
- The Boone County Public Works Department requests that the department be allowed to design and construct streets within the Good Time Acres N.I.D. using a curb and gutter width less than the standard 30" width (back of curb to edge of gutter) but not less than an 18" width (back of curb to edge of gutter), as required by the Boone County Roadway Regulations-Chapter II Road, Bridge, and Right of Way Regulations (Revised May 13, 2004), Section 232 - Concrete Curb and Gutter, Paragraph 232.1; which references Appendix B-1, Standard Construction Drawing 110.02 - Local Road with Curb and Gutter - Typical Cross Sections

Commissioner Elkin asked Mr. Mink if he could explain the 8.8' lane. Mr. Mink stated in the design of a roadway the standard is to get the water off the road in time so the water does build up and takes over the road pathway. This is done by strategically locating catch basins so the water can get off the road. There were conflicts with the NID and water lines and this was driving up the cost of the project. By only having one catch basin at the intersection of Bethel Drive and Hoe Down will capture the water before it leaves the subdivision.

Commissioner Elkin asked what the speed limit is on Hoe Down. John Watkins, Project Development Manager, stated this is a private road so the County does not set the speed limit. After this project is done, the County will accept the road and then there will be a set speed limit.

John Watkins stated this variance will keep the project within budget.

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: Court Administrator – First Reading of Budget Amendment

Kathy Lloyd, Court Administrator, was present on behalf of this item.

Kathy Lloyd stated this budget amendment is for \$15,000 for the Domestic Relations Resolution Fund. This supports a Child Order of Protections Investigations.

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 after the required 10 day waiting period with an appropriate order for approval.

Subject: Second Reading and Approval of the following contracts:

- Boone County Soil & Water Conservation District
- Central MO Humane Society
- Extension Council
- Boone County Historical Society

Commissioner Schnarre moved to approve the following contracts and authorize the Presiding Commissioner to sign said contracts:

AGENCY	CONTRACT AMOUNT
Central Missouri Humane Society	\$9,680.00
Boone County Soil and Water Conservation District	\$15,000.00
Boone County Historical Society	\$21,000.00

In accordance with Section 262.597 of the Missouri Revised Statutes, the County Commission does hereby approve funding for the University of Missouri – Boone County Extension Council in the amount of \$150,000.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 21-2005**

Subject: Second Reading and Approval of the following contracts:

- Big Brothers/Big Sisters
- Boys & Girls Town of MO
- Cedar Creek Therapeutic Riding Center
- Mid-MO Legal Services
- Phoenix Programs
- Voluntary Action Center
- Rainbow House - Child Advocacy Center
- Centro Latino
- Reality House - Offender Evaluation Program
- Boone Co Council on Aging - Senior Connect
- Eldercare Center - Adult Day Care
- Rainbow House - Clinical Services
- Rainbow House - Crisis Care

- Rainbow House - Emergency Foster Care
- Boone Early Childhood Partners - Childcare Tuition Assistance
- Harrisburg Preschool Year-Round Child Care
- Central Mo Food Bank Network - Food Bank Pantry
- OATS Inc - Elderly & Handicapped Transportation
- Services for Independent Living – Transportation

Commissioner Elkin moved to approve the following contracts and authorize the Presiding Commissioner to sign said contracts:

AGENCY	CONTRACT AMOUNT
Big Brothers/Big Sisters of Boone County, Inc.	\$2,000.00
Boone County Council on Aging	\$13,250.00
Boone Early Childhood Partners	\$1,000.00
Boys Town of Missouri, Inc.	\$1,000.00
Cedar Creek Therapeutic Riding Center	\$1,000.00
Curators of the University of Missouri on behalf of Eldercare Center	\$2,000.00
Centro Latino	\$1,200.00
Central Missouri Food Bank Network, Inc.	\$15,000.00
Harrisburg Preschool and Day Care Center	\$12,750.00
Mid-Missouri Legal Services Corp	\$6,000.00
OATS, Incorporated	\$8,000.00
Phoenix Programs, Inc.	\$3,000.00
Rainbow House – Child Advocacy Center	\$2,350.00
Rainbow House – Clinical Services	\$1,000.00
Rainbow House – Crisis Care for Children	\$1,500.00
Rainbow House – Emergency Shelter Care for Children	\$4,500.00
Reality House, Inc	\$13,000.00
Services for Independent Living	\$2,000.00
Voluntary Action Center	\$2,500.00

Commissioner Schnarre seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 22-2005**

Subject: First Reading of the following contracts:

- Columbia Special Business District
- Centralia Chamber of Commerce
- Show-Me State Games

Commissioner Schnarre stated these are annual contracts and the amounts are approved in the budget.

- Columbia Special Business District - \$7,000
- Centralia Chamber of Commerce - \$4,000
- Show-Me State Games - \$20,000

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

Subject: Second Reading and Approval of Legislative Consultant Service Agreement

Commissioner Elkin moved to approve the Legislative Consultant Service Agreement with Burnett and Associates.

Commissioner Schnarre seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 23-2005**

Subject: Appointments to Boards/Commissions

A. Health Trust Committee

Commissioner Schnarre moved to appoint David C. Lineberry of Rocky Fork Township to the Health Trust Committee for a term to expire on December 31, 2007.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 24-2005**

B. Building Code Board of Appeals

Commissioner Elkin moved to appoint Gerald R. Wilhite of Katy Township to the

Building Code Board of Appeals for a term to expire on January 18, 2010.

Commissioner Schnarre seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 25-2005**

Subject: Affirmative Action Report

Betty Dickneite, Human Resources Director, and Jullian Carter, Jullian Carter and Associates, were present on behalf of this item.

The 2005 Affirmative Action Plan – Boone County Government has been submitted to the Public Record. A copy of this plan is also available in the Human Resources Department.

Jullian Carter stated he has worked with Boone County in the past on Affirmative Action Reports.

An Affirmative Action Report is done by taking Boone County's workforce and group them into job groups that have similar contents, wage rates and opportunities. If those groups are too small in the number of people to make a statistically significant analysis they might be grouped with other job groups.

These job groups are matched with census data and review the demographics of those census matches or occupational matches with the Boone County workforce. This is looking at the gender and ethnicity of the job groups in Boone County Government and matching those with the gender and ethnicity of various recruiting areas. Recruiting areas are in a metropolitan area for some job groups or statewide for professional job groups and even possibly nationally for executive job groups.

Mr. Carter stated they compare the demographic makeup of Boone County Government to the match with the 2000 census but they are also looking at statistically significant differences. For large groups, two to three standard deviations may be used from what would be expected in the available labor market in order to determine whether or not that the County has an affirmative action goal that can be set. For smaller groups, probabilities are used.

Appendix E of the report is the Utilization Analysis and where there is a "Yes" that is an indication of a statistically significant disparity between the Boone County labor force and the labor force where reasonable recruitment is available. There are two groups; the first is in Law Enforcement. There is a statistically significant difference in the area of minority representation. The second group is in Court and Law Enforcement Support. There is a statistically significant difference in the area of minority and female

representation.

For the rest of the workforce where there might be a difference it is not a statistically significant difference.

Mr. Carter stated this means as the County goes about filling future vacancies, the County can use race and gender, with respect to hiring decisions, with Law Enforcement and Court and Law Enforcement Support job groups.

Commissioner Elkin asked what recruitment areas were used for these two job groups. Mr. Carter stated Court and Law Enforcement Support were compared locally and Law Enforcement was compare state wide.

Commissioner Elkin asked why Law Enforcement was compared state wide. Mr. Carter stated there is more possible recruitment statewide.

Commissioner Elkin stated he is not sure that the County recruits statewide for Law Enforcement. Ms. Dickneite stated the jobs in this group are deputy sheriff and corrections officer and many times those people do come from the Jefferson City area. It is unlikely these positions would come from St. Louis or Kansas City but there is a chance that could happen.

Mr. Carter stated it would depend on historical recruiting and looking at statewide numbers to have more diversity represented.

Ms. Dickneite stated the Law Enforcement could be change from statewide to local.

Mr. Carter stated if are six minorities are hired in Law Enforcement and seven females and eight minorities are hired in Court and Law Enforcement Support, then the underutilization for those job groups would be addressed.

Mr. Carter explained the difference between when exact binomial is used, for groups less than 30, and standard deviation, for groups larger than 30. Both mean probability.

There was no further discussion on this item.

Subject: Treasurer's Report

Kay Murray, Boone County Treasurer, was present on behalf of this item.

Kay Murray submitted the Reconciliation of Bank Statement and Cash Investments for November 2004 to the Public Record. Ms. Murray reviewed and discussed these documents.

Commissioner Reports

There were no Commissioner Reports.

There was no public comment.

The meeting adjourned at 10:21 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