

TERM OF COMMISSION: February 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 I Commissioner Karen M. Miller
District II Commissioner Skip Elkin
Deputy County Clerk Shawna Victor

The meeting was called to order at 9:30 a.m.

The Commissioners welcomed the 9th grade government class from Southern Boone County for Good Government Day.

Brandon Calvin, Levi Renzelman, Nigel Olin, Kelley Stewart, Lucus Welch, Ian Vardell, Nikki LaBuir, Megan McNew, Arielle Tubbs, Kara Murphy, Amanda Nowlin, Lynette Winfrey, Kristen Bamer, Mary Teel, LeAnn Bittle, Samantha Brown, Laura Geller, Kristin Austin, Lacey Berry, Megan Moore, and Chelsey Aitken were present at the meeting.

Subject: Purchasing Department

Heather Turner, Purchasing Department Buyer, was present on behalf of these items.

A. First Reading of Bid 09-20JAN05 (Model Year 2005 Sport Utility Vehicles)

Heather Turner stated the bid for Model Year 2005 Sport Utility 4x4 Vehicles closed on January 20, 2005. Five bids were received. Purchasing, along with the Prosecuting Attorney's Office, Public Works, and Planning and Building Inspection recommend award to Tom Boland Ford for submitting the low bid.

Public Works has submitted a memo outlining how the expenditure will be paid for beyond the original budget.

Total cost of the contract is as follows:

Prosecuting Attorney's Office – The contract for \$18,600.00 will be paid out of department 1261-Prosecuting Attorney, Account 92400-Replacement Auto/Trucks. The Purchasing Department requests approval for the trade-in of one (1) Jeep Cherokee VIN 1J4FF28S1XL647620. The budgeted amount for this purchase was \$20,776.00.

Public Works – The contract for \$44,200.00 will be paid out of department 2045-PW Design and Construction, Account 91400-Auto/Trucks and 92400-Replacement Auto/Trucks. The budgeted amount for this purchase was \$38,000.00

Planning and Building Inspection – The contract for \$22,100.00 will be paid out of department 1720-Building Codes, Account 92400-Replacement Auto/Trucks. The budgeted amount for this purchase was \$23,000.00.

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 award.

B. First Reading of Amendment #2 to Bid 14-30MAR04 (Lien Search Services Term and Supply)

Heather Turner stated the Purchasing Department received a request from the Collector's office to add that the Contractor provide a copy of the vesting deed with each lien search for a cost of \$1.00 per page. The Contractor actually obtains that vesting deed from our Recorder's Office for \$1.00 per page and is willing to provide this service to the Collector at their cost.

Amendment Number One adds this service to the contract. It will be paid from department 1150 - Collector, account 84500 – Title Search. \$12,000 remains in the account at this time.

Patricia S. Lensmeyer, Boone County Collector, stated there was a court decision a few years ago that changed the way the legal descriptions are advertised of properties that are subject to the tax sale. The requirement is to include a full legal description, which in some cases is very long and detailed. In order to obtain this information, the description is taken from the warranty deed or document that transferred ownership. The Assessor's Office does not always capture the full legal description.

The lien search provider did this work last year and will this year provide the original contract is amended.

Commissioner Schnarre asked if this meant the publishing fees would be increasing. Mrs. Lensmeyer stated publishing fees increased last year.

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.

C. First Reading of Bid 11-08FEB05 (Crew Cab/Chassis DRW 4x4 Dump Utility Trucks)

Heather Turner stated the bid for Crew Cab/Chassis DRW 4x4 Dump/Utility Trucks closed on February 8, 2005. Two bids were received. Purchasing and the Public Work's

department recommend award to Tom Boland Ford for submitting the low bid.

Total cost of the contract is \$116,106.00 to be paid out of department 2040-Public Works Maintenance Operations, Account 92400-Replacement Auto/Trucks. The Purchasing Department requests approval for trade-in of one (1) 1995 Ford F350 4x4 VIN #1FDKF38F4SNA47180 and one (1) 1992 International 4600 Crew Cab with Service Body VIN #1HTSAZRK4NH424680. The budgeted amount for this purchase was \$125,000.00.

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 award.

Subject: Public Works

Allison Anderson, Project Engineer, was present on behalf of these items.

A. Second Reading and Approval of Recommendation for “No Parking” Signs (Trade Center Drive)

Allison Anderson stated all the business owners on Trade Center Drive signed a document saying the trucks and trailers that are parking on Trade Center Drive did not have to do with their businesses.

Commissioner Elkin moved to approve the request from the Boone County Public Works Department to place “No Parking” signs on Trade Center Drive.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 69-2005**

B. First Reading of contract with Shafer, Kline & Warren, Inc.

Allison Anderson stated this contract is for design work for the lagoon and placement of a new line to the wastewater treatment facility at Public Works. This contract is not to exceed \$7,700.00.

Commissioner Elkin noted Shafer, Kline & Warren, Inc. did the design work for the facility plan for the Boone County Regional Sewer District.

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.

C. First Reading of contract with Trabue, Hansen, & Hinshaw, Inc.

Allison Anderson stated this contract is for design work for Boone Industrial Drive and Interstate Drive to look at the failed concrete on the road and possibly storm water drainage. This contract is not to exceed \$32,254.

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 – Authorize Presiding Commissioner to sign Federal Annual Certification Report to Department of Justice and Department of Treasury

Captain Beverly Braun was present on behalf of this item.

Captain Braun stated this is an annual report that is sent to the U.S. Department of Justice and Department of Treasury to show how the Forfeiture Funds were spent last year.

Commissioner Miller moved to authorize the Presiding Commissioner to sign the Federal Annual Certification Report to the United States Department of Justice and United States Department of Treasury for the Boone County Sheriff's Department Forfeiture Funds.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 70-2005**

Subject: Clerk's Office – Authorize Presiding Commissioner to sign FY2006 Missouri Local Preservation Grant Application

Wendy S. Noren, Boone County Clerk, was present on behalf of this item.

Wendy Noren stated this is a grant through the Secretary of State and is due next Monday. This would be used to microfilm 10 years of County Commission minutes and orders. An estimate has been given for \$6,250 of which \$5,000 would be in cash and \$1,250 would be in-kind work.

After the microfilming has been completed, records older than five years will be stored at the Boone County Historical Society under an agreement with the Historical Society.

Ms. Noren stated if the microfilm bid is for \$5,000 then the County's share would be \$625. The application is requesting \$4,375 from the State.

Commissioner Elkin moved to authorize the Presiding Commissioner to sign the FY2006 Missouri Local Preservation Grant Application.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 71-2005**

Subject: Approve Reimbursement Resolution (Purchase of Guaranty Land Title Building and Parcel)

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

Kay Murray stated this resolution needs to be done so the purchase of the Guaranty Land Title building and parcel can be included in any future bonds the County does.

Commissioner Miller moved to approve the Resolution of the County Commission of Boone County, Missouri determining its intent to reimburse itself for certain capital expenditures.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 72-2005**

Subject: Authorize a Closed Session (610.021.1 RSMo.)

Commissioner Elkin moved to authorize a closed session on Tuesday, February 22, 2005 immediately following the regularly scheduled Commission Meeting at 9:30 a.m. The meeting will be held in the Commission Chambers of the Roger B. Wilson Boone County Government Center at 801 E Walnut, Columbia, Missouri, as authorized by 610.021(1) RSMo. to discuss legal actions, cause of action or litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives and its attorneys.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 72-2005**

Subject: Authorize Use of Commission Chambers (Women's International League of Peace and Freedom)

Commissioner Miller moved to authorize the use of the Commission Chambers on March 5, 2005 from 12:00 to 5:00 p.m. for an organizational meeting with training for the Women's International League for Peace and Freedom.

Commissioner Elkin seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 74-2005**

Subject: Discussion – Trailhead Park – Jay Dix Station

Larry McBee, Boone County Board of Parks Commission Chairperson, was present on behalf of this item.

Larry McBee read the following letter from the Boone County Board of Parks Commissioners:

“For the past several months the Board of Parks Commissioners have discussed possible uses for idle county owned land, in particular the approximately two acres located immediately west of the parking lots at the County Trail Head off of Scott Boulevard.

As you are probably aware, there is a huge demand in our community for recreational fields suitable for youth activities, especially soccer. We have concluded that the above referenced parcel would be ideal for this use.

Therefore, the Park Board respectfully requests the County Commission to consider the following proposal:

- 1) We will secure, at not cost to the County, a local contractor to clear the above referenced plot, bring it to grade, sufficient for use as multi-use fields
- 2) Bring to grade, land immediately north of the existing parking lots sufficient to effectively double the parking available and secure base rock and finish gravel for the parking surface

I believe we can make this happen with no encumbrance on the County, except:

- 1) Upkeep on the facility once completed, which will entail basically mowing, which is currently being done
- 2) Seeding the fields once the dirt work is completed
- 3) A name plaque and dedication of the completed facility as a Quid-Pro-Quo for the contractor doing the dirt work.”

Mr. McBee noted a contractor has agreed to do dirt work. So, the County would need to approve this request and obtain land disturbance permits.

Commissioner Schnarre asked where the dirt would come from to bring this up to grade. Mr. McBee stated the dirt is there. The land currently has a small crown so when that is level the land will be usable. Also, the parking lots could also be brought up to grade with the dirt that is currently there. He does not believe any dirt will have to be brought in.

Commissioner Schnarre stated this is a wet area. Mr. McBee stated this is above the flood plain but is not sure about the 100 year flood plain.

Commissioner Elkin stated this will leveled out and an open grassy field. The City of Columbia has leveled off their land across Scott Boulevard and it is used for youth sports activities.

Commissioner Miller asked if this is the only area they planned to do this. Commissioner Elkin stated that is correct.

Mr. McBee stated the land does eventually drop off toward the creek.

Commissioner Elkin noted there is also a lot of brush.

Commissioner Schnarre asked if it will be a gravel parking lot. Mr. McBee stated that is correct but would like to possibly asphalt it in the future.

The Commission agreed they would look at the land and have a discussion with David Mink, Public Works Director and Ken Roberts, Facilities Maintenance Manager before any decisions are made.

Commissioner Reports

Commissioner Schnarre

Commissioner Miller

Trip to Emmitsburg, MD

Commissioner Schnarre stated he and Commissioner Miller attended a homeland security training in Emmitsburg, MD last week. He believes this was a great experience for all who attended and the current emergency management plan for Columbia and Boone County is very good.

Commissioner Miller stated it is comforting that Boone County's plan is good. She was told that Boone County came more prepared than many other communities that have been there. This shows the hard work of Jim McNabb and the employees at Public Safety Joint Communications.

Commissioner Elkin

No reports at this time.

Public Comment

The Commission fielded questions from the government class students.

The meeting adjourned at 9:58 a.m.

Attest:

Keith Schnarre
Presiding Commissioner

Wendy S. Noren
Clerk of the County Commission

Karen M. Miller
District I Commissioner

Skip Elkin
District II Commissioner