

TERM OF COMMISSION: June Session of the April 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
Deputy County Clerk Shawna Victor

The meeting was called to order at 9:31 a.m.

Subject: Award of Bank Depository Bid

Wendy S. Noren, Boone County Clerk and Kay Murray, Boone County Treasurer, were present on behalf of this item.

Wendy Noren stated six proposals were received. She thanked the institutions for submitting their proposals and Ms. Murray and Lisa Roland, County Accountant, for their time reviewing the proposals.

Ms. Noren stated depository institutions were asked to submit proposals for fees to be charged on banking services, interest rates to be paid on County deposits and electronic banking services provided. Interest rates were proposed as basis points above or below the 90 day T-Bill rate. Proposals were evaluated according to the following criteria:

- We applied the proposed fees to the actual transactions processed for the past two years to determine estimated costs.
- We utilized an interest rate that was calculated based on each proposal's relation to the 90 day T-bill rate of the week before the proposals were opened to determine estimated income.
- The Treasurer's Office reviewed the electronic banking services of each institution.
- Each proposal was reviewed for compliance/exception to the Terms and Conditions provided in the Request for Proposal.

Only one of the proposals was able to meet the conditions that deposits made by 7:00 p.m. be considered timely. Because late day deposits are critical to interest income during tax season, the Treasurer's Office calculated interest lost (at T-bill rates) as a result of not being able to deposit late in the day. Institutions that could not meet the 7:00 p.m. deposit check off had the interest income adjusted by this amount.

Ms. Noren noted First National Bank was the only proposal submitted that could comply with this requirement.

Three proposals submitted contained a cost plus proposal for credit/debit card services. We calculated a set cost amount from the various service providers as a basis for the cost plus proposal.

Utilizing estimated costs and interest income, we have calculated an estimated net income to the County if our transactions and average collected balance remained the same as the past two years and if the T-bill rate remained the same as it was the week before the proposals were submitted.

Ms. Noren stated evaluations were done of each proposals estimated cost/income. Based on the estimated net income, the proposals were ranked in the following order:

- Callaway Bank
- First National Bank
- US Bank
- Boone County Bank
- Commerce Bank
- United Missouri Bank (UMB)

Approximately \$770.00 separates the top two proposals.

First National Bank was rated the highest on services and electronic banking proposals. There are issues with Callaway Bank, US Bank and UMB on designation of local contact. We also have concerns relating to when deposits are pegged as collected balances with Callaway Bank. Also, additional costs for imaged copies of checks/deposit items would be incurred with Callaway Bank that are not included in the cost evaluation.

Based on the evaluation, we recommend the County contract with First National Bank for depository services for a two year period with a two year automatic extension clause effective July 1.

Ms. Noren noted the evaluations were sent to the banks so they could review them.

The County would not receive this number of proposals if the Treasurer's Office had not committed to keeping only \$5 million in accounts. By doing this, banks only have to collateralize up to \$5 million.

Kay Murray stated it is important to receive bank statements and check images on CD. All banks have improved their internet banking and local contacts.

She believes they did a fair analysis of the proposals and is happy with the recommendation.

Commissioner Miller asked if there really are a lot of stop payments. Ms. Murray stated

that is correct. There are times when someone loses a check or a vendor says they never received their payment.

Commissioner Miller asked if the County charges for stop payment. Ms. Murray stated no but should look into a policy on this.

Ms. Noren stated if someone loses a payroll check, for example, but wants the money put in as a direct deposit, she does not allow for this because the County has to pay each time a direct deposit file is made to a bank. She will issue a check but not do an additional direct deposit.

Also, there is a cost of accepting debit cards as payment is very high. That fee is passed on in the Collector's office and are trying to do this in the Courts.

Ms. Murray stated there is a \$4 fee for each transaction.

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: Purchasing Department

A. Second Reading and Approval of Request to Dispose of Surplus Property

Commissioner Miller moved to authorize the disposal of surplus property as listed on the June 7, 2005 memo from the Purchasing Department.

Commissioner Schnarre seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 246-2005**

B. Second Reading and Approval of Request to Dispose of County Vehicle

Commissioner Miller moved to authorize the disposal of a 1995 Ford F150 Pickup (VIN 1FTEF14N1SLB77982).

Commissioner Schnarre seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 247-2005**

Subject: Sheriff's Department – Second Reading and Approval of Request to Purchase Equipment

Commissioner Miller moved to approve the request by the Boone County Sheriff's Department to utilize \$329.00 to cover the purchase of a washing machine for Pod-D at the Boone County Jail per the memo from said department.

Commissioner Schnarre seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 248-2005**

Subject: Road and Bridge Advisory Committee – Second Reading and Approval of the following Variance Requests:

- Denial of a request for Driveway Permit 05-063 on Rangeline Road by Sprouse Development

Commissioner Miller moved to approve the following request from the Road and Bridge Advisory Committee:

- Denial of request for permit 05-063 on Rangeline Road to waive the requirement of a two foot asphalt apron for a driveway entrance onto an existing hard surfaced County maintained roadway.

Commissioner Schnarre seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 249-2005**

- Approval of requests for Wee Jo Court and Lizzie Lane NID

Commissioner Miller moved to approve the following request from the Road and Bridge Advisory Committee:

- Approval of request to allow for construction of Wee Jo Court and Lizzie Lane with a 22' wide driving surface and a 5" asphalt depth for the Neighborhood Improvement program

Commissioner Schnarre seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 250-2005**

- Denial of a request for Sycamore Creek Road by Phil Blom

Commissioner Miller stated she wants to approve this request. If this is approved she would like to allow a 22' wide gravel road with ditches that is built to County specifications within the existing right of way. As far as the easement for a turn around, that would be up to the land owner if he does develop a turn around to give the County an easement. If he chooses to do so, the County will receive and accept the easement at that time. Also, she would deny the request for a cul-de-sac.

Commissioner Schnarre stated this can still be pushed through. John Watkins, Public Works Project Development Manager, stated the land owner can still build the road to the property line and if he wants to build a cul-de-sac and grant the County a turn around easement then that is acceptable.

In the future, this will fall under the subdivision regulations.

Commissioner Schnarre asked if this waives the asphalt requirement. Mr. Watkins stated that is correct.

Commissioner Miller moved to approve the following recommendation from the Road and Bridge Advisory Committee:

- Approve the request to allow the remainder of Sycamore Hills Road (approximately 200') to be built within the current platted right-of-way
- Approve the request to allow the road to be built as a 22' wide gravel roadway with ditches to County specifications
- Deny the request to allow dedicated permanent right of way at the end of the roadway and allow a gravel surfaced cul-de-sac to be built to County specifications

Commissioner Schnarre seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 251-2005**

Commissioner Reports

There were no Commissioner Reports.

Public Comment

There was no public comment.

The meeting adjourned at 9:49 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