

TERM OF COMMISSION: July Session of the July Adjourned Term

PLACE OF MEETING: Roger B. Wilson Boone County Government Center
Room 338

PRESENT WERE: Presiding Commissioner Edward H. Robb
District I Commissioner Karen M. Miller
District II Commissioner Skip Elkin
Buyer Tyson Boldan
Assistant Prosecuting Attorney Steven Gunn
Budget Administrator Barbara Morris
Nutrition and Health Education Specialist Vera Massey
Community Development Specialist Larry Dickerson
Deputy County Clerk Cameron Clarke

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

Purchasing

1. Bid opening of bid 34-07JUL11 – Fog Seal

Buyer Tyson Boldan was present on behalf of this item. Mr. Boldan stated there was only one bid.

Commissioner Elkin asked if Dan Haid could give a brief description of what fog seal is.

Mr. Haid stated fog seal is similar to chip seal operations without the chip. Mr. Haid stated it is a different type of oil than chip seal. Mr. Haid stated the oil goes on the pavement and is left to cure, which leaves the road with a black surface. Mr. Haid stated this treatment is meant to seal and rejuvenate the asphalt, and is an alternative to chip seal. Mr. Haid stated its largest benefit would be in subdivisions so chip seal service wouldn't need to be there.

Commissioner Miller asked if this was similar to micro seal.

Mr. Haid stated this is different than micro seal; micro seal has aggregates whereas fog seal just contains oil. Mr. Haid stated fog seal is quite a bit cheaper than micro seal, and is another preventative maintenance solution.

Commissioner Elkin he had heard good things about fog seal.

Mr. Haid stated he has also heard great things about it.

Commissioner Miller stated it is worth trying.

Commissioner	Elkin
Bid Tabulation	Missouri Petroleum Products Company
Engineer's Estimate	Bid Total
\$59,106.00	\$48,486.46

Commissioner Miller asked how many miles this can do.

Commissioner Elkin stated it is 49,106 square yards.

Mr. Haid stated he believed it could do three to four miles.

Commissioner Miller asked how much micro seal costs per mile.

Mr. Haid stated he didn't know per mile, but that fog seal costs approximately \$1 per square yard, and micro seal costs approximately \$5-\$6 per square yard.

Commissioner Miller stated she was trying to get a comparison.

2. Bid award to Independent Salt for bid MM59 – Sodium Chloride Term & Supply (first reading)

Buyer Tyson Boldan was present on behalf of this item. Mr. Boldan read the following memo:

The Bid for Sodium Chloride Term & Supply closed on May 23, 2011. Five bids were received. Purchasing and the Public Works Departments recommend award to Independent Salt, for offering the lowest and best bid for Boone County. This is a term and supply contract and will be paid from department 2040 – PW – Maintenance Operations, account 26302 – Road Salt. \$200,000.00 was budgeted for this purchase.

Commissioner Miller asked how it happened that \$200,000 was budgeted, but none of the bids are anywhere near that. Commissioner Miller asked if there was a minimum amount the County was expected to buy.

Mr. Boldan stated the bid was for the quantity 7,575 tons.

Commissioner Miller stated the lowest bid was for \$434,577.75 which is twice the amount budgeted.

Mr. Boldan stated he would try to find out the reason for this, and he would contact the Commissioners when he knew the reason.

Commissioner Robb 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.

3. Bid award to TAPCO Inc. for bid 15-10MAY11 – Sign Making Equipment for In-House Production of Street Signs and Vehicle Markings (first reading)

Buyer Tyson Boldan was present on behalf of this item. Mr. Boldan read the following memo:

The Request for Proposal for 15-10MAY11 – Sign Making Equipment for In-House Production of Street Signs and Vehicle Markings closed on October 12, 2010. Two proposal responses were received. The evaluation committee consisted of the following:

- Jane Telander, Office Administrator, Public Works
- Raenell Mackey, Sign Technician, Public Works
- Teresa Shaw, Sign Technician, Public Works

The evaluation committee recommends award to TAPCO Inc. of Brown Deer, Wisconsin per their attached Evaluation report and for equipment and service as follows:

• Graphtec TAPCO Prismatic FC8000-100	\$4,895.00
• Hand squeeze roll applicator 36” with air cylinder lift kit	\$1,975.00
• 10 yard roll of EC/reflective transfer T&P blades	\$0.00
• First day of training	\$1,400.00
• Second day of training @ \$75.00 per hour	\$600.00
• Software: TAPCO Tips Flexi Expert	\$2,295.00
• On-site Service Program for five years	\$1,400.00
TOTAL	\$12,565.00

Invoice will be paid from department 2040 – Public Works Maintenance Operations, account 91301 – Computer Hardware (\$10,000 budgeted), 91302 – Computer Software (\$5,000 budgeted) and the training from 71101 – Professional Services.

Commissioner Miller stated it doesn’t look too costly to get into this business. Commissioner Miller stated she thinks the County has good staff that will be able to produce the signs quicker, cheaper, and that this will help us.

Commissioner Robb 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. Bid award to C.L. Richardson Construction Co. Inc. for bid 27-23JUN11 – Rolling Hills Road Improvements Phase 1A Utility Corridor Grading (second reading, first read 6/23/2011)**

Buyer Tyson Boldan was present of behalf of the following item. Mr. Boldan read the following memo:

The bid for Rolling Hills Road Improvements closed on June 23, 2011. Four bids were received. Purchasing and the Resource Management department recommend award to C.L. Richardson Construction Co. Inc., for offering the lowest and best bid for Boone County. The total cost for this project will be the original bid amount of \$161,647.50 plus a ten percent contingency amount of \$16,164.75 for a total of \$177,812.25. Invoices from this contract will be paid from department 2045 – PW – Design and Construction, account 71100 – Outside Services. The engineer’s estimated amount was \$234,534.50.

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby award bid 27-23JUN11 – Rolling Hills Road Improvements to C.L. Richardson Construction Co. Inc. It is further ordered the Presiding Commissioner is hereby authorized to sign said contract.

Commissioner Elkin seconded the motion.

The motion carried 3 to 0. **Order # 255-2011**

Public Works

- 5. Request to trade Bobcat bucket grapple and KwikWay snow plow blade for new Sweepster (second reading, first read on 7/5/2011)**

Commissioner Elkin moved on this day the County Commission of the County of Boone does hereby approve the request by Public Works to dispose of a KwikWay snow blade, Bobcat bucket grapple, and Sweepster pan broom. Public Works will be trading this equipment in for a new Sweepster.

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order # 256-2011**

Prosecuting Attorney

- 6. Restructuring of two employee positions in the Child Support unit (first reading)**

Assistant Prosecuting Attorney Steven Gunn and Budget Administrator Barbara Morris were present on behalf of this item. Mr. Gunn stated the following:

To better meet new state and federal audit/performance measures, decrease office expenditures, increase office efficiency, and increase support gleaned from recalcitrant parents for the benefit of the children in Boone County, I propose that full-time employee position #683 be deactivated, and employee position #432 be increased from part-time to full-time.

The Child Support Unit (CSU) within the Office of the Prosecuting Attorney is funded by federal monies administered through state grants. Grant funding decreased in 2010, and employee positions were reduced from nine to seven and one-half. Funding for 2012 will likely coincide with adherence to new, more stringent audit/performance measures enacted by the state.

Recent employee departures have vacated receptionist position #683 (100% full-time) and child support enforcement technician position #432 (50% part-time). Receptionist duties have already been redistributed among existing staff. Increasing the technician position from part-time to 100% full time will provide additional staffing to pursue actual remedies to address the failure of recalcitrant parents to provide adequate support for their children.

This proposed restructuring will effectively eliminate a 50% staff position, thereby reducing costs. It will also provide additional, dedicated workforce to collect support from parents who decline to adequately provide for their children residing in Boone County, Missouri. Cost reduction and anticipated increases in child support collections will be necessary to adhere to new audit/performance standards.

I respectfully request that the Commission consider and approve this proposal to restructure employee positions within the Office of the Prosecuting Attorney- Child Support Unit.

Mr. Gunn stated he anticipated a personnel savings of over \$17,000.

Commissioners Miller and Robb stated they don't have any problems with this since they had a work session about this item.

Commissioner Robb 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.

Commission

- 7. Agreement for Architectural Services with Peckham & Wright Architects Inc. (first reading)**

Commissioner Miller stated this is the agreement with Peckham and Wright to do the engineering and design work for the basement of the Alternative Sentencing Center. Commissioner Miller stated CJ wrote the contract, and the total amount is \$21,675, with up to \$1,000 in reimbursables. Commissioner Miller stated the language needed to include design for the boiler as part of the energy grant. Commissioner Miller stated this is a first reading, and that a budget revision may need to be done to pass this so the money can be correctly allocated.

Commissioner Robb 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. Budget amendment for Sheriff election facility (first reading)

Commissioner Miller stated this is a budget amendment for the rebate received from Boone Electric for the lighting system at Sheriff's annex and elections warehouse facility. Commissioner Miller stated this is in the amount of \$28,734. The rebate was also for installing a geothermal heating system.

Commissioner Robb stated that this was a first reading and instructed the Deputy County Clerk to schedule this item for a second reading after the 10 day waiting period required for budget amendments with an appropriate order for approval.

9. Public Comment

Vera Massey and Larry Dickerson were present to speak about the University of Missouri Extension. Ms. Massey stated she wanted to thank the Commissioners for being a key partner in providing educational programs and services to Boone County citizens. Ms. Massey stated the University Extension is community education from the University of Missouri campuses. Ms. Massey stated the program reaches thousands in Boone County, and over one million through the statewide program. Ms. Massey stated she would like to plan regular visits with the County Commission to update the Commission on all of the wonderful programs and projects MU extension provides, and to allow the Commission to ask questions. Ms. Massey stated she would like to invite the Commissioners to a few upcoming events. Ms. Massey stated the Town and Country dinner will be held on August 4, 2011 at the Abracadabra farm (cattle ranch). Ms. Massey stated there will be tours provided to learn about research being done on beef cattle. Ms. Massey stated she would also like to invite the Commissioners to a plan of work review, where input is gathered from citizens to help direct future programming. Socio-economic data will also be reviewed at this meeting. Ms. Massey stated there would be a meeting on September 22, 2011 with past council members and other leaders in the community to determine priority areas MU Extension needs to address in the coming years. MU Extension is also planning an event where all County Commissioners are invited to learn more

about University Extension on September 7, 2011 in Booneville. Ms. Massey stated Jim Raul is still directing the 4-H youth program, Kent Shannon is still the natural resource engineer, Larry Dickerson is Community Development, and she does Nutrition Health Education. In addition, MU Extension has three nutrition program assistants. Ms. Massey stated there is currently an opening for a Youth Education Assistant. Ms. Massey stated she would like to take a little more time to highlight one program area. Ms. Massey stated every time she comes to Commission, she would like to highlight a different program area. Ms. Massey stated Mr. Dickerson would be speaking today about his community development projects in the area.

Mr. Dickerson thanked the Commissioners for allowing him to speak today, and their support of MU Extension. Mr. Dickerson said he is responsible for the seven eastern counties in the central Missouri region. Mr. Dickerson stated he is part of the team that has contracted with the City of Columbia to develop a new comprehensive plan, so the City and County cooperate on their planning process. Mr. Dickerson said the role he plays is to design the planning process with the city, facilitate meetings, and put together community involvement kits. Mr. Dickerson stated he is also part of a neighborhood leadership program. Mr. Dickerson stated a Commissioner usually comes to talk about County government so people in the community in the City and County can learn about how their government works. Mr. Dickerson stated this past fall they started neighborhood capacity building. This is to help neighborhood associations develop strong neighborhood organizations. Mr. Dickerson stated on September 27, 2011 there will be a neighborhood congress. Mr. Dickerson stated this will bring people together to talk about topical and geographic issues. Mr. Dickerson said MU Extension will offer follow up educational programs for the neighborhood associations on advocacy and other subjects. Mr. Dickerson stated new partnerships have been developed to help him reach out to neighborhood associations. Mr. Dickerson stated he has a variety of programs about organizational and economic development. One of the things MU Extension is involved in, in the region is heritage tourism. Mr. Dickerson stated they did a "Capitalize on your Heritage Tourism" conference last year. Mr. Dickerson stated they are also involved in an economics 101 program. They have recently done one in Centralia. Mr. Dickerson stated he does a lot of other things, but these were the highlights.

Commissioner Elkin asked how he could get more information about heritage tourism.

Mr. Dickerson stated he could visit with Commissioner Elkin anytime. Mr. Dickerson stated he did a session in Marshall about hospitality training for both the public and private sectors.

Commissioner Elkin asked if Mr. Dickerson had any conversations or a relationship with the Tourism Council in Columbia.

Mr. Dickerson stated he did not yet have a relationship with them. Mr. Dickerson

stated the program is still evolving and they didn't anticipate the interest in this would be so high.

Commissioner Miller asked if neighborhoods in the County could contact Mr. Dickerson if they were interested in any of his training sessions.

Mr. Dickerson said yes, or someone else who works with those programs.

Commissioner Elkin stated Robb helped him reestablish the El Chaparral neighborhood association.

Mr. Dickerson stated he believed there are 90-91 neighborhood associations in Columbia now.

Commissioner Elkin stated there are a few in the County.

Ms. Massey stated she hopes the Commission received the MU Extension annual report from last year, and if the Commission has questions or wants to know more, there are contact names in it. Ms. Massey stated if the Commission was ok with it, she would like to schedule a time to speak once a month to draw attention to some of MU Extension's important programs. Ms. Massey stated she appreciates the Commission's time and support, because although the specialist salaries are paid by the University of Missouri, the County's funding is critical to maintaining the office.

Commissioner Elkin asked how MU Extension faired in the budget cuts.

Mr. Dickerson replied they took the same hit as the whole university. Mr. Dickerson stated MU Extension also has an emergency response program, and mentioned the work they are doing in response to the Joplin tornado, and recent flooding.

10. Commissioner Reports

The meeting adjourned at 2:05 p.m.

Attest:

Edward H. Robb
Presiding Commissioner

Wendy S. Noren
Clerk of the County Commission

Karen M. Miller
District I Commissioner

Skip Elkin
District II Commissioner