

TERM OF COMMISSION: January Session of the January Adjourned Term

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

PRESENT WERE: Presiding Commissioner Daniel K. Atwill
District I Commissioner Karen M. Miller
Boone County Auditor June Pitchford
Sheriff Dwayne Carrey
Accountant Tansy Johnson
Roads Maintenance Superintendent Chet Dunn
Director of Human Resources Betty Dickneite
Deputy County Clerk Cameron Clarke

District II Commissioner Skip Elkin was absent.

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

Auditor

1. Fiscal and Budget Policies (first reading)

Boone County Auditor June Pitchford was present on behalf of this item. Ms. Pitchford stated the proposed fiscal and budget policies represent the culmination of work over the last 11 months. Ms. Pitchford stated this began around March or April of 2011, and in many respects just formalizes many policies that have already been in place for a number of years. Ms. Pitchford stated there are a few items that represent new, or more firmly articulated policies. Ms. Pitchford stated one of these is the minimum fund balance relative to major operating funds. Ms. Pitchford stated she met with the Treasurer and Commission last year to complete an analysis of cash flow requirements in the major operating funds, to help identify a minimum target fund balance to maintain. Ms. Pitchford stated they arrived at two months of operating expenses, which is approximately 17%. Ms. Pitchford stated this is a more clearly articulated policy. Ms. Pitchford stated in the past the policy identified a range. Ms. Pitchford stated the policy does not require any specific course of action, but simply states that if fund balances are projected to fall below the minimum amount, the County will develop a plan to restore the fund balance. Ms. Pitchford stated they believe this is important because it gives the County Commission the flexibility to determine the appropriate course of action given the circumstances in any given year. Ms. Pitchford stated the other item that is more clearly articulated has to do with grants. Ms. Pitchford stated there has been an unwritten preference to have grant applications approved by the County Commission before they are submitted. Ms. Pitchford stated the new policy clearly states this. Ms. Pitchford stated this is helpful so the County can identify local match requirements and ongoing obligations. Ms. Pitchford stated there is a statement that the County will look to the overall revenue and expenditure forecast environment. Ms. Pitchford stated the County

will develop a multi-year revenue and expenditure forecast to be used in conjunction with the annual budget process. Ms. Pitchford stated this is something that the County has been doing, and has not been formally recognized before this point.

Commissioner Miller confirmed the statement that by state law, emergency funds require a unanimous vote by the County Commission.

Ms. Pitchford stated yes.

Commissioner Miller stated she didn't realize that, but it's always a unanimous vote anyway.

Commissioner Atwill 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.

Sheriff's Department

2. Budget amendment to account for expenses and revenue related to the contract for MU Security (first reading)

Boone County Sheriff Dwayne Carrey and Boone County Auditor June Pitchford were present on behalf of this item. Ms. Pitchford stated each year when they develop the budget for the Sheriff's Department; we anticipate a renewed contract for the MU football security. Ms. Pitchford stated there is no way to project how many officers will volunteer, or how many hours they will work. Ms. Pitchford therefore, they don't know how much in the budget to include as an expense or as revenue for when we're reimbursed. Ms. Pitchford stated in prior years, even though officers worked, the budget didn't need to be amended the increase the spending capacity. Ms. Pitchford stated in needs to be done this year. Ms. Pitchford stated the budget amendment recognizes the actual expenses incurred under the contract, and the reimbursed revenue the County receives.

Commissioner Atwill stated this is a first reading and requested the Deputy County Clerk to schedule this item for a second reading after the 10 day hold required for budget amendments with an appropriate order for approval.

3. Budget amendment to move the budget for a laptop budgeted in 2012 but purchased in 2011 (second reading, first read 1/19/2012)

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the following budget amendment to move the budget for a laptop budgeted in 2012, but purchased in 2011:

Department	Account	Department Name	Account Name	Decrease \$	Increase \$
2972	91301	Cyber Crimes	Computer Hardware		598.00
2972	3411	Cyber Crimes	Fed. Grant Reimb.		598.00

Commissioner Atwill seconded the motion.

The motion carried 2 to 0. **Order #37-2012**

4. Request to Transfer Above ATS for Jessica Jameson (second reading, first read 1/26/2012)

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the request by the Sheriff's Department for a transfer above the salary range midpoint for Jessica Jameson into the position of Investigator # 87, at 104% of midpoint.

Commissioner Atwill seconded the motion.

The motion carried 2 to 0. **Order # 38-2012**

Juvenile Justice Center

5. Budget revision to purchase a new clothes dryer (first reading)

Commissioner Miller stated there is no choice on this, because we have to wash and dry the kids' clothes. Commissioner Miller stated you can't fix one for that price and make it a good financial decision.

Commissioner Atwill 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.

Treasurer

6. Refunding of Special Obligation 2003 Bonds (second reading, first read 1/26/2012)

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the attached resolution authorizing the offering for sale of approximately \$2,190,000 principal amount of refunding certificates of participation, to achieve interest savings on certain outstanding obligations of the county. It is further ordered the County Commissioners are hereby authorized to sign the attached resolution.

Commissioner Atwill seconded the motion.

The motion carried 2 to 0. **Order # 39-2012**

Information Technology

- 7. Request authority to purchase Laptop Computers, Personal Computers, Peripherals, and Printers from Cooperative Contracts for FY2012 (second reading, first read 1/26/2012)**

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the attached request by the Director of Information Technology, Aron Gish, for administrative authority to purchase laptop computers, personal computers, peripherals, and printers from cooperative contracts in FY2012.

Commissioner Atwill seconded the motion.

The motion carried 2 to 0. **Order # 40-2012**

Resource Management

- 8. Grissum Building Urban Stormwater Retrofits and BMP Validation in Hinkson and Bear Creek Watersheds (second reading, first read 1/26/2012)**

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the contract between the City of Columbia and Boone County, Missouri for Grissum Building urban stormwater retrofits and BMP validation in the Hinkson Creek and Bear Creek Watersheds. The terms of this agreement are stipulated in the attached contract. It is further ordered the Presiding Commissioner is hereby authorized to sign said contract.

Commissioner Atwill seconded the motion.

The motion carried 2 to 0. **Order # 41-2012**

Purchasing

- 9. Agreement to utilize HGACBuy Cooperative (second reading, first read 1/26/2012)**

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the attached HGACBuy Cooperative purchasing agreement.

Commissioner Atwill seconded the motion.

The motion carried 2 to 0. **Order # 42-2012**

10. Cooperative Contract 3-080605 – Motorgraders (second reading, first read 1/26/2012)

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the utilization of Missouri Department of Transportation Cooperative Contract 3-080605 – Motorgraders with Tri-State Construction Company. It is further ordered the Presiding Commissioner is hereby authorized to sign said contract. In addition, the County Commission hereby approves the surplus disposal of two John Deere Motorgraders, asset tags 14573, and 14575 by trade in.

Commissioner Atwill seconded the motion.

The motion carried 2 to 0. **Order # 43-2012**

Resource Management

11. Road & Bridge Annual Report

Road Maintenance Superintendent Chet Dunn was present on behalf of this item. Mr. Dunn stated the report is in a new, PowerPoint format. Mr. Dunn stated there is a lot of information, so they would like to give the Commissioners a week to review it, and then give a brief presentation next week to answer any questions.

Commissioner Miller stated that works for her. Commissioner Miller thanked Kelle Westcott for all of her work on the report as well.

Human Resources

12. 2011 HR Annual Report

Director of Human Resource Betty Dickneite presented the annual report. A copy of the report may be obtained at the Boone County Human Resources Department, the Boone County Clerk's office, or at www.showmeboone.org/HR.

Commission

13. Organizational Use of the Boone County Commission Chambers every Monday thru March 12th 2012, from 7 p.m. to 9 p.m., by Central Missouri for Ron Paul (first reading)

Commissioner Atwill 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.

14. Change Order authorizing Commissioner Karen Miller to approve up to \$5,000 on the Johnson Building Remodel and Alternative Sentencing Center projects (second reading, first read 1/26/2012)

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby authorize Commissioner Karen M. Miller to sign change orders up to \$5,000 for the Johnson Building and Alternative Sentencing Center projects.

Commissioner Atwill seconded the motion.

The motion carried 2 to 0. **Order # 44-2012**

15. First amendment to Community Health Center Lease (second reading, first read 1/26/2012)

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the first amendment to the Community Health Center lease. The terms of this agreement are stipulated in the attached amendment. It is further ordered the Presiding Commissioner is hereby authorized to sign said amendment.

Commissioner Atwill seconded the motion.

The motion carried 2 to 0. **Order # 45-2012**

16. Public Comment

17. Commissioner Reports

Commissioner Miller reported the Commission will be in Jefferson City from 2 p.m. Wednesday, to noon on Friday for mandatory Commissioner training. Commissioner Miller stated the meetings go from 2 p.m. to 9 p.m. on Wednesday, from 7:30 a.m. to 9:00 p.m. on Thursday, and from 8:00 a.m. to noon on Friday. Commissioner Miller stated this will be Commissioner Atwill's first time. Commissioner Miller stated it is a good opportunity to meet all of the Commissioners and build a network. Commissioner Miller stated it is mandatory according to state statute. Commissioner Miller stated Tom Rattermann from the Sewer District is doing a program on how to develop a regional sewer district. Commissioner Miller stated there is always someone from Boone County that does part of the training. Commissioner Miller stated it shows that Boone County is leading the way. Commissioner Miller stated people from IT, Purchasing, and the County Counselor have been there. Commissioner Miller stated Commissioners from all of the counties in the state except for charter counties will be there.

Commissioner Atwill reported that he attended a meeting at the fairgrounds on Monday with the Convention and Visitors Bureau. Commissioner Atwill stated it concerned the County's application for a grant. Commissioner Atwill stated the committee was there to

tour the facility, and hopes they will look favorably upon our request for a grant. Commissioner Atwill stated there was a monster truck event held there last weekend, and generated a lot of attendance. Commissioner Atwill stated 1700 were there in the afternoon, and 1000 for the evening event.

The meeting adjourned at 10:12 a.m.

Attest:

Daniel K. Atwill
Presiding Commissioner

Wendy S. Noren
Clerk of the County Commission

Karen M. Miller
District I Commissioner

Skip Elkin
District II Commissioner