

+TERM OF COMMISSION: September Session of the July Adjourned Term

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

PRESENT WERE: Presiding Commission Dan Atwill
District I Commissioner Karen Miller
District II Commissioner Janet Thompson
Director Purchasing Melinda Bobbitt
Treasurer Tom Darrough
Auditor June Pitchford
Director Emergency Management Terry Cassil
Budget Administrator Sheriff Leasa Quick
Deputy County Clerk Mike Yaquinto

The meeting was called to order at 1:32 p.m.

Purchasing

**1. First reading; Contract Amendment Number One to 25-15JUN15 – Maternal
Mental Health**

Melinda Bobbitt read the following memo:

Contract 25-15JUN15 – Maternal Mental Health was approved by commission for award to Lutheran Family and Children Services of Missouri on November 12, 2015, commission order 535-2015. This amendment adds an additional 185 units of outpatient services at \$127.64.00/hour, not to exceed \$23,613.40.

Invoices will be paid from department 2161 – CCS Funding Opportunities, account 71106 – Contracted Services.

There were no comments or questions.

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 appropriate order for approval.

2. First reading; Cooperative Contract CS160585001 – Document Management Services

Melinda Bobbitt read the following memo:

Resource Management request permission to utilize the State of Missouri contract CS160585001 to purchase Document Management Services from American Document Solutions of Columbia, Missouri.

The initial term is September 1, 2016 through August 31, 2017 and has four optional, one-year renewal periods. This is a Term and Supply contract and invoices will be paid from department 2045 – PW – Design and Construction, account 23001 – Road and Bridge Fund.

There were no comments or questions.

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 appropriate order for approval.

Office of Emergency Management

3. First reading; Budget Amendment to increase appropriations for grant revenue and an increase in expenses in the event of a disaster

Terry Cassil said this is for a contingency in the event of a disaster so we can expend funds to help those in the community that need it. This clarifies the EMPG portion of the grant.

There were no comments or questions.

Commissioner Atwill said a public hearing and second reading will occur after the mandatory 10 day waiting period for budget amendments.

4. First reading; Budget Amendment to add one full time employee Administrative Assistant for OEM

Terry Cassil said this Administrative Assistant will meet the public at the front door as well as perform administrative duties including scheduling of tours, scheduling of meeting rooms and issuing badges to employees and visitors.

There were no comments or questions.

Commissioner Atwill said a public hearing and second reading will occur after the mandatory 10 day waiting period for budget amendments.

Treasurer

5. 1st & 2nd reading; 2016 Tax Sale Surplus for Kevin P. Murphy

Tom Darrough said this is another 2016 Tax Sale Surplus and County Counsel has identified Kevin P. Murphy as the correct person for this surplus.

There were no comments or questions.

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby approve the disposition of surplus, per attached summary order description, to Kevin P. Murphy in the amount of \$3,409.99, as recommended by the County Treasurer.

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order #426-2016**

6. 1st & 2nd reading; Request for Grant Application approval – Chemical Emergency Preparedness

Tom Darrough said he has Adam Burks here from Midway Arms who worked on this grant.

Adam Burks said this is the annual funding for the LEPC.

Commissioner Miller said these companies are required to make contributions and then we apply for a grant and then we are required to do exercise in training for those companies that fund it.

Adam Burks said the money is funneled back into training and education.

Commissioner Miller noted this is something we have talked about in letting OEM handle this on the day-to-day basis. By statute, the Treasurer will be involved, but OEM already works together with these companies.

There were no further comments or questions.

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the attached 2016/2017 LEPC grant application from the Missouri Emergency Response Commission (MERC) regarding the Chemical Emergency Preparedness Fund (CEPF).

It is further ordered the Boone County Commissioners are hereby authorized to sign said grant application.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #427-2016**

7. 1st & 2nd reading; Approve amended Boone County Local Emergency Planning Committee Bylaws

Tom Darrough said we got together and re-wrote some things that were outdated. This more accurately reflects the current situation.

Commissioner Miller said she would like to have time to review this as it is the first time we have seen this. The Commission should review before approval so we would like to do a second reading on this next Thursday, the 29th.

Commissioner Thompson asked if there is any time constraint on getting this approved.

Mr. Burks said there is not.

The Commissioners agreed to table the second reading today and schedule it for the 29th.

Sheriff's Department

8. 1st & 2nd reading; Agreement between Boone County Sheriff's Department and Curators of the University of Missouri

Leasa Quick said this is the annual agreement to provide security during the University of Missouri football games.

There were no comments or questions.

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby approve the contract between the Curators of the University of Missouri and Boone County Sheriff's Department to provide assistance relating to safety and security.

The terms of this contract are stipulated in the attached agreement. It is further ordered the Presiding Commissioner is hereby authorized to sign said Agreement.

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order #428-2016**

Auditor

9. 1st & 2nd reading; Accept 2015 Financial Audit Report

June Pitchford said that the main report had been distributed earlier and we will present an overview of that report. Our office prepares county financial statements and each year those statements are audited in order to meet external requirements from grantors, agencies that grant us money and those that loan us money. With us today are Ted Williamson and Brandi

Lawyer from RubinBrown, the firm that conducted the audit.

Ted Williamson said we were the leaders on the audit for the year ending December 31, 2015. We received excellent cooperation from the Auditor's Office. The bulk of the audit took place in late April and early May. The financial statements were issued in June and in late July and early August we looked at the Federal grants.

Points of reference covered were:

- Auditor's Responsibility under U.S. generally accepted Auditing Standards and Scope of Service
- Planned scope and timing of the audit
- Qualitative aspects of accounting practices
- Management judgments and accounting estimates
- Financial statement disclosures
- Corrected and uncorrected misstatements
- No Difficulties encountered in performing the audit
- No Difficulties with management
- Management consultations with other independent accounts if desired
- Any other audit findings or issues

Commissioner Atwill said he wanted to confirm there are no corrective actions we should take based on your audit.

Mr. Williamson said that is correct.

Commissioner Atwill said he holds the auditing services in the County to the highest possible standard and believes the County has provided this high standard and asked if that opinion is justified.

Mr. Williamson said that would be the case. One good sign is the extent that June and her staff contact us throughout the year with any questions or with possible solutions to issues that may arise. This is a strong indication of how serious these audits are taken.

Brandi Lawyer described County-wide revenues and expenses as well as tax revenues.

Total revenue on a county-wide basis was \$69.9 million, an increase of \$2.8 million over the previous fiscal year. The increase is primarily due to growth in sales tax revenue, which grew at an annual rate of approximately 2% in 2015 as compared to the prior year. Voters have authorized five sales tax levies, one of which is unrestricted and accounted for within the General Fund and an additional four levies, each accounted for within separate special revenue funds, road, infrastructure, law enforcement, community children's services and 911/Emergency Management.

The total cost of all programs and services was \$57.9 million, an increase of approximately \$5.8 million. This increase is primarily attributable to increased activity in the Community Children's Service Fund and the 911/Emergency Management Fund.

The significant increase in sales tax revenue occurring subsequent to 2013 is attributable to two new voter approved sales taxes for Community Children's Services and 911/Emergency Management.

Commissioner Miller said it is very comforting to know we don't have to worry about our financials. There are many other counties that are struggling with these types of issues. We are blessed to have June and her staff. They are very detailed and approachable for questions. This speaks volumes why we have everyone on the same page, moving in the same direction.

There were no further comments or questions.

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby accept the Fiscal Year 2015 Financial Audit Report.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #429-2016**

Purchasing

10. Second reading; Disposal of surplus equipment on GovDeals (1st read 9-20-16)

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby approve the request by the Purchasing Department to dispose of the attached list of surplus equipment by auction on GovDeals or by destruction for whatever is not suitable for auction.

It is further ordered the Presiding Commissioner is hereby authorized to sign said Request for Disposal forms.

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order #430-2016**

11. Second reading; Cooperative Contract C215080010 – Photocopiers and Maintenance for Boone County Emergency Communication Center (1st read 9-20-16)

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the utilization of the State of Missouri Cooperative Contract C215080010 with Image Technologies of Columbia, MO to purchase three photocopiers with maintenance for the ECC.

The terms of the Cooperative Contract are stipulated in the attached Purchase Agreement. It is further ordered the Presiding Commissioner is hereby authorized to sign said Purchase Agreement.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #431-2016**

Resource Management

12. Second reading; Road & Bridge Agreement with the City of Rocheport (1st read 9-20-16)

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby approve the attached Road & Bridge Improvement/Repair Cooperative Agreement between Boone County and the City of Rocheport regarding the distribution of certain road sales tax and property tax revenues.

It is further ordered the Presiding Commissioner is hereby authorized to sign said Road & Bridge Improvement/Repair Cooperative Agreement.

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order #432-2016**

13. Second reading; Release of the Security Deposit for the Meyer Industrial Drive Extension (1st read 9-20-16)

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby release a Cash Deposit from Boone County Treasurer in the amount of

\$38,235.00. Said deposit was issued on behalf of the Robert M. Lemone Marital Trust for stormwater improvements located at Meyer Industrial Drive, in Columbia, MO. The work has been completed as required. The original Commission Order accepting the Cash Deposit is 419-2012.

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order #433-2016**

14. Second reading; Redirection of Class 9 approved funds for Class 9 purchase (1st read 9-20-16)

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the request from the Resource Management Department to redirect class 9 savings to make a class 9 purchase that has been quoted at an amount higher than the approved budget.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #434-2016**

Information Technology

15. Second reading; Budget Revision transferring funds for the fiber connection in the Sheriff's Department (1st read 9-20-16)

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby approve the following budget revision for the Information Technology Department to transfer funds for the fiber optic connection in the Sheriff's Department.

Department	Account	Department Name	Account Name	Decrease \$	Increase \$
2905	86850	LE/Judicial Info Sys- LE Sales Tx	Contingency	9,775	
2905	91200	LE/Judicial Info Sys- LE Sales Tx	Buildings & Improvement		9,775
				9,775	9,775

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order #435-2016**

Facilities Maintenance

16. Second reading; Budget Revision for extensive clean-up needed at MKT Trail (1st read 9-20-16)

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the following budget revision for Facilities Maintenance for extensive clean-up at the MKT Trail due to garbage and debris build-up in Hinkson Creek at the bridge.

Department	Account	Department Name	Account Name	Decrease \$	Increase \$
1123	86800	Emergency	Emergency	44,239	
1610	60400	Parks	Grounds Maintenance		44,239
				44,239	44,239

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #436-2016**

Commission

17. Public Comment

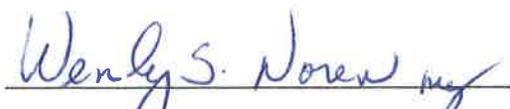
None

18. Commissioner Reports

Commissioner Thompson said she attended the Missouri Bar annual meeting where Rusty Antel of Walther Antel Stamper Fischer was given the Tom Cochran Award for his community service over his career as a lawyer here in Boone County. He served eight years in the Prosecuting Attorney's office and the remainder as a defense lawyer while all this time protecting those in our community.

The meeting adjourned at 2:03 p.m.

Attest:


Wendy S. Noren
Clerk of the County Commission


Daniel K. Atwill
Presiding Commissioner


Karen M. Miller
District I Commissioner


Janet M. Thompson
District II Commissioner

