

TERM OF COMMISSION: May 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  
District II Commissioner Skip Elkin  
Deputy County Clerk Shawna Victor

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

**Subject: Central Missouri Counties Human Development Corporation – Authorize Presiding Commissioner to sign HUD certification of Payment to Indicate Federal Transactions and Disclosure of Lobbying Activities**

Barbara Johnson, Central Missouri Counties Human Development Corporation, was present on behalf of this item.

Barbara Johnson stated these documents are for funding renewal from HUD. These are standard forms for any agency receiving more than \$100,000 in funding.

Commissioner Elkin moved to authorize the Presiding Commissioner to sign the Disclosure of Lobbying Activities and Certification of Payments to Influence Federal Transactions for the Central Missouri Counties Human Development Corporation.

Commissioner Miller seconded the motion.

There was discussion about possible changes for housing payments.

There was no further discussion and no public comment.

The motion passed 3-0. **Order 211-2005**

**Subject: Purchasing Department**

Melinda Bobbitt, Purchasing Department Director, was present on behalf of these items.

**A. Second Reading and Award of Bid 36-03MAY05 (Hydraulic Excavator)**

Commissioner Miller moved to award bid 36-03AMY05 for a Hydraulic Excavator to Cooke Sales and Service Company. The County Commission approves the disposal through trade-in of one (1) 1995 Daewoo DH170 Serial Number 0136.



**Photocopier #1 – Located in the Assessor’s Office**

Award to the low bidder for equipment and maintenance, Ikon Office Solutions, for the following:

- Base Photocopier \$6,310.00
- Add Alternates:
  - Fully networked \$1,878.24
  - Large capacity paper deck \$1,482.35
  - Top corner stapler finisher \$1,983.33
  - Puncher unit \$476.47
- Equipment Grand Total \$12,130.39**

Budgeted by Assessor’s Office: \$15,000.00

**Photocopier #1 – Located in the Circuit Clerk’s Office**

Award to the low bidder for equipment and maintenance, Ikon Office Solutions, for the following:

- Base Photocopier \$6,310.00
- Add Alternates:
  - Large capacity paper deck \$1,482.35
  - Multi-position stapler finisher \$1,983.33
  - Puncher unit \$476.47
- Equipment Grand Total \$10,252.15**

Budgeted by Circuit Clerk’s Office: \$12,000.00

**Photocopier #1 – Located in the Sheriff’s Department (Administration)**

Award to the low bidder for equipment and maintenance, Ikon Office Solutions, for the following:

- Base Photocopier \$6,310.00
- Add Alternates:
  - Large capacity paper deck \$1,482.35
  - Multi-position stapler finisher \$2,964.71  
with saddle finisher
  - Puncher unit \$476.47
- Equipment Grand Total \$11,233.53**

Budgeted by Sheriff’s Department \$11,500.00

**Photocopier #1 – Located in the Juvenile Office**

Award to the low bidder for equipment, Image Technologies, for the following:

- Base Photocopier \$5,460.00
  - Add Alternates:
    - Fully networked \$1,512.00
    - Multi-position stapler finisher \$1,162.00
    - Puncher unit Included in multi-position stapler cost
- Equipment Grand Total \$8,134.00**

Budgeted by Juvenile Office \$10,000.00

**Photocopier #2 – Located in the Sheriff’s Department Information Center**

Award to the low bidder for equipment and maintenance, Ikon Office Solutions, for the following:

- Base Photocopier \$4,703.24
  - Add Alternates:
    - Large capacity paper deck \$1,346.47
    - Top corner stapler finisher \$717.65
- Equipment Grand Total \$6,767.36**

Budgeted by Sheriff’s Department \$7,500.00

**Photocopier #2 – Located in the Boone County Jail**

Award to the low bidder for equipment and maintenance, Ikon Office Solutions, for the following:

- Base Photocopier \$4,703.24
  - Add Alternate:
    - Top corner stapler finisher \$717.65
- Equipment Grand Total \$5,420.89**

Budgeted by Boone County Jail \$5,700.00

Purchasing and the Assessor’s Office recommend award for Photocopier #1 to Ikon Office Solutions for the Canon Digital IR5000. Total cost of the photocopier is \$12,130.39 to be paid out of Department 2010-Assessment, Account Number 92000-Replacement Office Equipment with maintenance to be pro-rated from date of copier delivery to the end of the year. On-going maintenance is \$726.00 per year through year seven. Original budget was

\$15,000.00.

Purchasing and the Circuit Clerk's Office recommend award for Photocopier #1 to Ikon Office Solutions for the Canon Digital IR5000. Total cost of the photocopier is \$10,252.15 to be paid out of Department 1221-Circuit Clerk, Account Number 92000-Replacement Office Equipment with maintenance to be pro-rated from date of copier delivery to the end of the year. On-going maintenance is \$1,347.00 per year through year seven. Original budget was \$12,000.00.

Purchasing and the Sheriff's Department recommend award for Photocopier #1 to Ikon Office Solutions for the Canon Digital IR5000 and Photocopier #2 to Ikon Office Solutions for the Canon Digital IR3570. Total cost of both photocopiers is \$18,000.89 to be paid out of Department 1251-Sheriff, Account Number 92300-Replacement Machinery and Equipment with maintenance to be pro-rated from date of copier delivery to the end of the year. On-going maintenance for the Canon IR5000 is \$898.00 per year through year seven and on-going maintenance for the Canon IR3570 is \$825.00 per year through year seven. Original budget was \$19,000.00.

Purchasing and the Boone County Jail recommend award for Photocopier #2 to Ikon Office Solutions for the Canon Digital IR3570. Total cost of the photocopier is \$5,420.89 to be paid out of Department 1255-Corrections, Account Number 92000-Replacement Office Equipment with maintenance to be pro-rated from date of copier delivery to the end of the year. On-going maintenance is \$825.00 per year through year seven. Original budget was \$5,700.00.

Purchasing and the Juvenile Office recommend award for Photocopier #1 to Image Technologies for the Kyocera 5035. Total cost of the photocopier is \$8,134.00 to be paid out of Department 1241-Juvenile Office, Account Number 92000-Replacement Office Equipment. On-going maintenance begins after the initial six month warranty period ends and will be pro-rated for the remainder of the year. Maintenance for each year is as follows:

- Year 1            \$1,800.00
- Year 2            \$1,890.00
- Year 3            \$1,984.50
- Year 4            \$2,083.73
- Year 5            \$2,187.92
- Year 6            \$2,297.32
- Year 7            \$2,412.19

The original budget was \$10,000.00.

Commissioner Miller requested a grand total for each bid submitted.

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.

**E. First Reading of Bid 32-28APR05 (Boom Mowers and Tractors)**

Melinda Bobbitt stated the Bid for Boom Mowers & Tractors closed on April 28, 2005. Seven bids were received. As per the attached memo from Public Works, the low bid from Woody's Municipal Supply was determined to be non-responsive because they would not provide and install the required brush guards as indicated in section 2.2.35 of the bid specifications. Woody's also could not provide a spindle as required in section 2.2.11 of the bid specifications. In addition, the lowest priced tractor bid by Cooke Sales and Service, John Deere 6615, did not meet the required hydraulic specifications. Therefore, Purchasing and the Public Work's department recommend award to the 3rd low bid, Cooke Sales & Service Company for their John Deere 6420 Tractor and Tiger TRB50C Mower.

Total cost of the contract is \$126,695.00 to be paid out of department 2040 - PW Maintenance Operations, account number 92400 – Replacement Auto/Trucks. The Purchasing Department requests approval for trade-in of one (1) 1995 Ford Model 3930 with Alamo 5' Sickle Bar Attachment Serial #BD93195 and one (1) 1995 Ford Model 7840 with Front Loader Serial #BD97227. The budgeted amount for this purchase is \$132,500.00.

Greg Edington, Public Works Fleet Operations Superintendent, stated the low bidder had a mower that had higher hydraulic pressure, a different transmission which would make it more difficult to operate.

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**

**A. Second Reading and Approval of Consultant Service Agreements**

- Allstate Consultants
- Chinn and Associates

Commissioner Elkin moved to approve the following Consultant Service Agreements and authorize the Presiding Commissioner to sign said agreements:

- Allstate Consultants
- Chinn and Associates

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 215-2005**

**B. First Reading of Temporary Construction Easement**

Don Abell, Public Works Design and Construction Manager, was present on behalf of this item.

Don Abell stated the City of Columbia requested an easement on County owned portion of the MKT Trail so they can repair the wetlands area. The work will not be done on the trail and the trail will remain open during the project. This easement will be granted just in case the contractor has equipment on the trail. The contractor will be placing signs around the project area to warn those using the trail.

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: Prosecuting Attorney – Authorize Presiding Commissioner to sign VOCA Grant Application**

Commissioner Elkin stated Bonnie Adkins, Prosecuting Attorney Office Administrator, sent an e-mail regarding this grant. This is the same grant the PA's office has applied for since 1993. The amount requested in the application is \$52,146.00 with a \$13,080.00 local match.

Commissioner Elkin moved to authorize the Presiding Commissioner to sign the Application for Funding, VOCA Certificate Assurances, and Audit Requirements for the Victims of Crime Act (VOCA) Grant Application for the Boone County Prosecuting Attorney's Office.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 3-0. **Order 216-2005**

**Subject: Appointment to Hospital Board of Trustees**

Commissioner Miller moved to appoint Llona C. Weiss to the Boone County Hospital Board of Trustees for an interim term that will expire with the April 2006 municipal election.

Commissioner Elkin seconded the motion.

The Commission agreed all candidates were good and it was a tough decision.

There was no further discussion and no public comment.

The motion passed 217-2005

**Commissioner Reports**

*Commissioner Schnarre*

*Letter from Joy L. Miller*

Commissioner Schnarre stated the Commission received a letter from a member of the Nashville Church Road Community. The Community is requesting the road be improved by the County. The County will look at this road for possible future repair and upgrade.

Commissioner Miller noted this road would have to be done in phases as it is four miles long and there are other possible issues.

*Commissioner Miller*

No reports at this time.

*Commissioner Elkin*

No reports at this time.

**Public Comment**

There was no public comment.

The meeting adjourned at 9:52 a.m.

Attest:

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Keith Schnarre  
Presiding Commissioner

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Wendy S. Noren  
Clerk of the County Commission

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Karen M. Miller  
District I Commissioner

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Skip Elkin  
District II Commissioner