

TERM OF COMMISSION: April Session of the January Adjourned Term

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

PRESENT WERE: Presiding Commissioner Kenneth M. Pearson  
District I Commissioner Karen M. Miller  
District II Commissioner Skip Elkin  
Deputy County Clerk Kristina Johnson

The meeting was called to order at 1:31 p.m.

**Collector**

Pat Lensmeyer the County Collector was present on behalf of this item.

**1. Strike Delinquent Property Taxes for 2004 (first and second reading)**

Ms. Lensmeyer stated this is the process that the County goes through to bring Boone active property tax files to the forefront. Ms. Lensmeyer stated she would like to draw the Commissioners attention to the very last paragraph where the following tax amounts were taken off and now the County had an opportunity to put them back on. This is a formal process and now the reason we do this is because of the effort that the Collector’s Office started along with the Circuit Clerk. For this year we are removing \$104,845.78 total, the break down is as follows:

Personal property	\$ 99,642.27
Bankruptcy	\$ 2,037.74
Probate	\$ 32.22
Tax exempt acquisitions	\$ 3,133.55

**Uncollectible 2004**

	<b>Bankruptcy Personal Property</b>	<b>Bankruptcy Real Estate</b>	<b>Personal Property</b>	<b>Real Estate</b>
<b>STATE</b>	\$ 3.31	\$ 5.91	\$ 0.15	\$ 13.85
General Revenue	\$ 14.37	\$ 25.61	\$ 0.66	\$ 60.07
Family Resources	\$ 13.21	\$ 23.54	\$ 0.61	\$ 55.21
<b>COUNTY</b>	\$ 27.58	\$ 49.15	\$ 1.27	\$ 115.28
Columbia Public School	\$ 546.43	\$ 974.22	\$ 25.22	\$ 2,284.61
<b>SCHOOLS</b>	\$ 546.43	\$ 974.22	\$ 25.22	\$ 2,284.61

Special Business District	\$ -	\$ -	\$ -	\$ 37.99
City of Columbia	\$ 37.85	\$ 80.79	\$ 2.09	\$ 189.44
<b>CITIES</b>	<b>\$ 37.85</b>	<b>\$ 80.79</b>	<b>\$ 2.09</b>	<b>\$ 227.43</b>
Boone Cnty Fire Protection	\$ 14.98	\$ -	\$ -	\$ 2.18
<b>FIRE DISTRICTS</b>	<b>\$ 14.98</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2.18</b>
Boone County Library	\$ 31.06	\$ -	\$ -	\$ 3.58
Columbia Public Library	\$ 8.52	\$ 124.95	\$ 3.23	\$ 285.88
<b>LIBRARY DISTRICTS</b>	<b>\$ 39.58</b>	<b>\$ 124.95</b>	<b>\$ 3.23</b>	<b>\$ 289.46</b>
<b>SURTAX</b>	<b>\$ -</b>	<b>\$ 117.61</b>	<b>\$ -</b>	<b>\$ 177.63</b>
<b>CALLAHAN WATERSHED</b>	<b>\$ -</b>			<b>\$ -</b>
<b>COMMON ROAD</b>	<b>\$ 5.53</b>	<b>\$ 9.85</b>	<b>\$ 0.26</b>	<b>\$ 23.11</b>
<b>CENTRALIA COMMON ROAD</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>\$ 675.26</b>	<b>\$ 1,362.48</b>	<b>\$ 32.22</b>	<b>\$ 3,133.55</b>

Abatements	<u><b>Unpaid Personal</b></u>
<b>STATE</b>	\$ 486.81
<b>COUNTY</b>	\$ 4,044.14
Centralia R6 School District	\$ 1,364.85
Columbia Public School	\$ 68,340.11
Fayette R3	\$ 104.57
Hallsville R4 School District	\$ 3,012.71
Harrisburg R8 School District	\$ 1,725.99
New Franklin R1 School District	\$ 51.09
SOBOCO R1 School District	\$ 3,019.73
Sturgeon R5 School District	\$ 867.82
<b>SCHOOLS</b>	<b>\$ 78,486.87</b>
City of Ashland	\$ 179.63
City of Centralia	\$ 178.76
City of Columbia	\$ 4,239.45
City of Hallsville	\$ 67.49
City of Rocheport	\$ 4.07
<b>CITIES</b>	<b>\$ 4,669.40</b>

Boone County Fire Protection	\$	4,125.55
Southern Boone Cnty Fire	\$	303.53
<b>FIRE DISTRICTS</b>	\$	<u>4,429.08</u>
Boone County Library	\$	3,582.95
Centralia Public Library	\$	72.45
Columbia Public Library	\$	3,058.28
<b>LIBRARY DISTRICTS</b>	\$	<u>6,713.68</u>
<b>SURTAX</b>	\$	-
<b>CALLAHAN WATERSHED</b>	\$	-
<b>COMMON ROAD</b>	\$	798.70
<b>CENTRALIA COMMON ROAD</b>	\$	<u>13.59</u>
	\$	99,642.27

Combined Totals		<b><u>2004</u></b>
<b>STATE</b>	\$	510.03
<b>COUNTY</b>	\$	4,237.42
<b>SCHOOLS</b>	\$	82,317.35
<b>CITIES</b>	\$	5,017.56
<b>FIRE DISTRICTS</b>	\$	4,446.24
<b>LIBRARY DISTRICTS</b>	\$	7,170.90
<b>SURTAX</b>	\$	295.24
<b>CALLAHAN WATERSHED</b>	\$	-
<b>COMMON ROAD</b>	\$	837.45
<b>CENTRALIA COMMON ROAD</b>	\$	<u>13.59</u>
		\$104,845.78

2003 AND PRIOR TAX BILLS THAT WERE MOVED FROM THE ARCHIVED FILE TO THE ACTIVE TAX FILE DURING THE PERIOD MARCH 1, 2009 THROUGH FEBRUARY 28, 2010

	2002P32892	2003P31869	2003P53254	2003P4540	2003P21989	2003P49215	2003P24074	TOTALS
STATE	\$ 0.31	\$ 0.29	\$ 0.48	\$ 0.02	\$ 0.67	\$ 0.91	\$ 0.14	\$ 2.82
COUNTY	\$ 2.57	\$ 2.44	\$ 3.95	\$ 0.16	\$ 5.54	\$ 7.56	\$ 1.19	\$ 23.41
SCHOOLS	\$ 48.97	\$ 48.46	\$ 78.12	\$ 3.12	\$ 109.76	\$ 149.81	\$ 23.74	\$ 461.98
CITIES	\$ -	\$ -	\$ 6.48	\$ -	\$ 9.10	\$ 12.42	\$ -	\$ 28.00
FIRE DISTRICTS	\$ 8.75	\$ 8.21	\$ -	\$ 0.53	\$ -	\$ -	\$ 4.02	\$ 21.51
LIBRARY DISTRICTS	\$ 3.30	\$ 3.14	\$ 5.06	\$ 0.20	\$ 7.10	\$ 19.22	\$ 1.54	\$ 39.56
SURTAX	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CALLAHAN WATERSHED	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
COMMON ROAD	\$ 0.52	\$ 0.49	\$ 0.80	\$ 0.03	\$ 1.11	\$ 1.52	\$ 0.24	\$ 4.71
CENTRALIA COMMON ROAD	\$ 64.42	\$ 63.03	\$ 94.89	\$ 4.06	\$ 133.28	\$ 191.44	\$ 30.87	\$ 581.99

Commissioner Miller asked if the personal property was mostly because of the County's two year car licenses which has gone up?

Ms. Lensmeyer stated the number of personal property did go up. Ms. Lensmeyer stated this is due to the increase in what is actually collected. There has been some increase due to the two year car licenses.

By working on 2007 earlier, we will get these cleared up quicker.

Commissioner Miller moved on this day the County Commission of the County of Boone pursuant to Chapter 139 RSMo, does hereby authorize the Boone County Collector, Patricia S. Lensmeyer, for the 2004 tax bill year, to strike from the delinquent tax rolls property tax balances on real estate and personal property as follows:

State	\$	510.03
County	\$	4,237.42
School Districts	\$	82,317.35
Cities	\$	5,017.56
Fire Districts	\$	4,446.24
Library Districts	\$	7,170.90
Surtax	\$	295.24
Common Road	\$	837.45
Centralia Common Road	\$	13.59
Total	\$	<u>104,845.78</u>

These 2004 real estate and personal property taxes are stricken for the following reasons:

- After due diligence, the collector cannot locate the owners and said personal property taxes are beyond the 3 year statutory limitation to file civil action against the owners of record should the owners be located; or
- Bankruptcy or probate proceedings have intervened making the balances due uncollectible; or,
- The real estate property was not subject to taxation after being acquired by a tax exempt owner after January 1 of the taxable year.

The above total of \$104,845.78 breaks out as follows:

- Personal property \$ 99,642.27
- Bankruptcy \$ 2,037.74
- Probate \$ 32.22
- Tax exempt acquisitions \$ 3,133.55

The following tax amounts represent 2003 and prior tax bills that were previously stricken from the delinquent tax rolls in Boone County. The tax amounts were added back to the delinquent tax rolls, and collected and distributed to the taxing entities during the period of March 1, 2009 through February 28, 2010.

State	\$	2.82
County	\$	23.41
School Districts	\$	461.98
Cities	\$	28.00
Fire Districts	\$	21.51
Library Districts	\$	39.56
Common Road	\$	<u>4.71</u>
Total	\$	581.99

Commissioner Elkin seconded the motion.

There was no discussion or public comment.

The motion carried 3 to 0. **Order # 174-2010**

**Sheriff's Department**

Chad Martin from the Sheriff's Department was present on behalf of this item.

**2. Application for Missouri Highway Safety Grant (first and second reading)**

Mr. Martin stated the Sheriff's Department is requesting Commission approval to apply for the Missouri Department of Transportation and Highway Safety Grant program. This is a new grant. This will fund fifty percent of two full time employees.

Commissioner Miller asked Mr. Martin if this grant uses our existing staff but reimburses the County for part of two full time employees?

Mr. Martin stated basically it is the same thing but it depends on how much money they give us. Mr. Martin stated they are going to continue to ask for half of the funding until they tell us no.

Commissioner Elkin moved on this day the County Commission of the County of Boone does hereby approve the grant application by the Boone County Sheriff's Department for the Missouri Department of Transportation Office of Highway Safety Grant, for the period beginning October 2010 and ending September 2011. It is further ordered all County Commissioners' are hereby authorized to sign said grant application.

Commissioner Miller seconded the motion.  
There was no discussion or public comment.

The motion carried 3 to 0. **Order 175-2010**

**Sewer District**

Andy Lister from the Sewer District was present on behalf of this item.

**3. Change Order 1 for the Country Squire Sanitary Sewer Neighborhood Improvement District (NID) (first and second reading)**

Mr. Lister stated this Country Squire Sanitary Sewer Neighborhood Improvement District has been awarded but construction has not begun. Proposed change order 1 proposes to delete the 70 linear feet of 8-inch diameter SDR 35 push joint pipe and replace it with 70 linear feet of 8 inch diameter pipe. This proposed change order is within the contingency amount.

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby authorize Commissioner Ken Pearson to sign Change Order # 1 in the amount of \$1,200.50 for the Country Squire Neighborhood Improvement District.

Commissioner Elkin seconded the motion.

There was no discussion or public comment.

The motion carried 3 to 0. **Order # 176-2010**

**Purchasing**

Melinda Bobbitt from Purchasing was present on behalf of this item.

**4. 2009 Annual Report**

# Boone County Purchasing

Melinda Bobbitt, CPPB  
Director of Purchasing



601 E. Walnut, Room 208  
Columbia, MO 65201  
Phone: (573) 886-4391  
Fax: (573) 886-4390  
E-mail: mbobbitt@boonecountymo.org

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TO: Boone County Commission  
Ken Pearson, Presiding Commissioner  
Karen M. Miller, District I Commissioner  
Skip Elkin, District II Commissioner

FROM: Melinda Bobbitt, CPPB  
Director of Purchasing

DATE: April 1, 2010

RE: 2009 Annual Report

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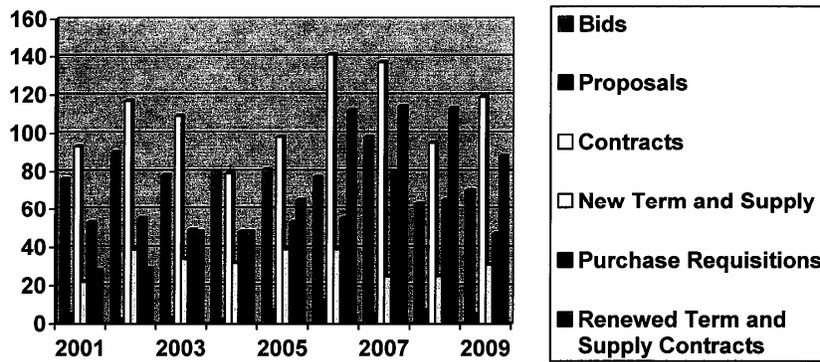
The Boone County Purchasing Department respectfully submits our Annual Report which includes graphs depicting the quantity of work accomplished, additional projects and accomplishments for fiscal year 2009.

In addition to the information listed in the following pages, our department manages telecommunication and surplus storage and disposal for the County, which accounts for a great deal of our time.

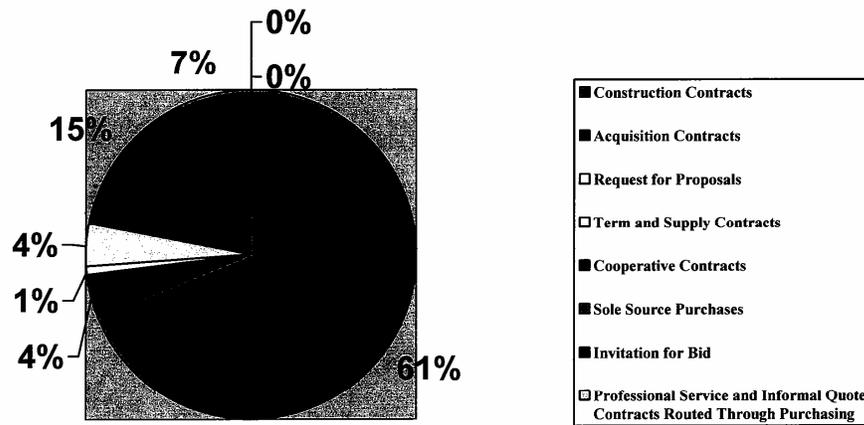
Our Purchasing team members for 2009 consisted of Melinda Bobbitt, Director, Tyson Boldan, Buyer, Dave Eagle, Office Specialist. As a team, we were successful in helping our department continue to grow and to continue to improve the efficiency, effectiveness and equity of procurement operations at the County.

**PERFORMANCE MEASURES**

Performance Measures	2001	2002	2003	2004	2005	2006	2007	2008	2009
Bids Prepared	76	90	78	80	81	77	98	63	70
Proposals Prepared	5	2	3	2	7	12	5	7	5
Contracts Completed	93	117	109	79	98	141	137	95	119
Number of Term & Supply Contracts Bid	22	39	34	32	39	39	25	26	31
Purchase Requisitions Processed	53	55	49	48	53	55	80	65	47
Number of Term and Supply Contracts Renewed	28	29	48	48	65	112	114	113	88

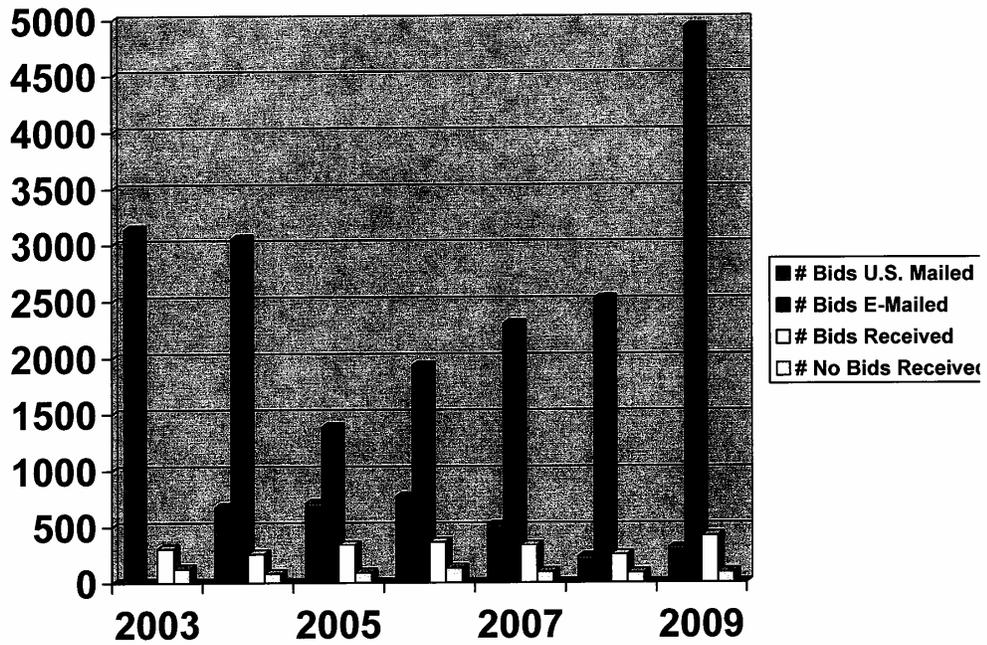


Type of Contract	Dollars	% of Total Purchases
Construction Contracts	\$6,092,307.88	69%
Acquisition Contracts	\$366,020.51	4%
Request for Proposals	\$68,455.44	1%
Term and Supply Contracts	\$333,847.60	4%
Cooperative Contracts	\$1,294,668.33	15%
Sole Source Purchases	\$601,748.66	1%
Invitation for Bid	\$500.00	0%
Emergency Purchases	\$26,151.12	0%
Professional Service and Informal Quote Contracts Routed Through Purchasing	\$7,500.00	0%
<b>TOTAL</b>	<b>\$8,791,199.54</b>	<b>100%</b>



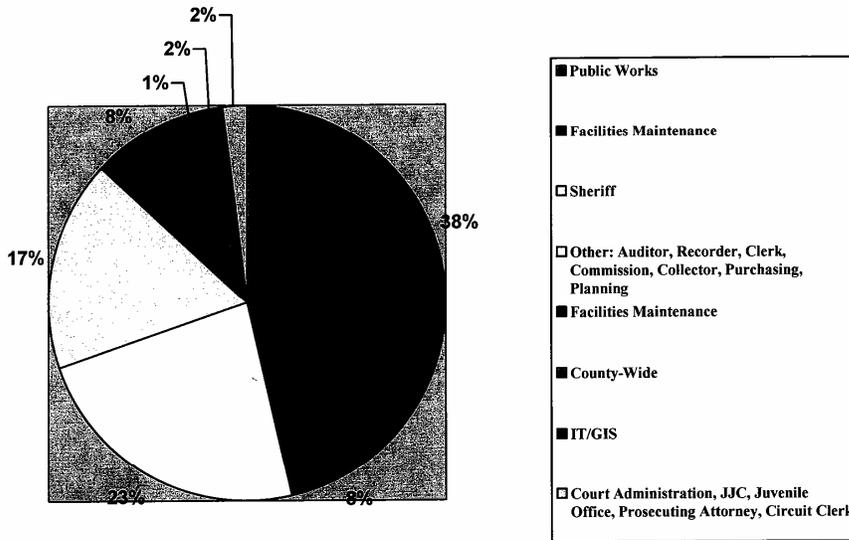
**BID STATISTICS**

Bid Statistics	2003	2004	2005	2006	2007	2008	2009
# Bids U. S. Mailed	3136	674	709	768	515	228	313
# Bids E-Mailed	Unknown	3050	1383	1933	2300	2521	4935
# Bids Received	301	254	339	367	336	247	423
# No Bids Received	125	80	89	129	95	87	90



**Percentage of Bids by Department**

<u>Department</u>	<u>Percentage of bids and proposals processed per department of the 92 total in 2009</u> (includes cooperatives agreements)
Public Works	38%
Sheriff	23%
Other: Auditor, Recorder, Clerk, Commission, Collector, Purchasing, Planning, HR, Sewer District	17%
Facilities Maintenance	8%
County-Wide	1%
IT/GIS	2%
Court Administration, JJC, Juvenile Office, Prosecuting Attorney, Circuit Clerk	2%



**5. 31-07 Demolition Services (first reading)**

Ms. Bobbitt stated purchasing and Public Works request permission to utilize the City of Columbia term and supply contract 31/07 for Demolition Services. Contracts are with Loftis

Company LLC of Hallsville, MO and C.L. Richardson Construction Company of Ashland, MO.

These are Term and Supply contracts and invoices will be paid from department 2045 – Public Works Design and Construction, account 71100 – Road and Bridge Fund.

Commissioner Pearson 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.

**6. 14-03Mar10 Erosion Control Services (first reading)**

Ms. Bobbitt stated the Bid for Erosion Control Services Term and Supply closed on March 03, 2010. Four bids were received. Purchasing and the Boone County Public Works Department recommend award to JC Landscaping based on their low bid for what is estimated to be our primary purchase line items for the next year, the Lime, Fertilizer, Seed, and mulch. JC also had the overall lowest bid.

This is a term and supply contract. Purchases from this contract will be paid from department 2040 – Public Works Maintenance Operations, Account 71100 – Outside Services. \$10,000 is budgeted for this service for the 2010 Year.

Commissioner Pearson 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. Appointment of Jay Creasy to the Building Code Commission (first and second reading)**

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the reappointment of Jay Creasy to the Building Code Commission effective 4/1/2010 and expiring on 3/31/2012.

Commissioner Elkin seconded the motion.

There was no discussion or public comment.

The motion carried 3 to 0. **Order # 177-2010**

**8. Proposal for the Code of Health Regulations: Re-adoption of Chapters 1 through 8 and Revision of Chapter 9 (second reading, first read on 3/30/2010)**

ORDER READOPTING CHAPTERS 1, 2, 3, 4, 5, 6, 7 and 8, and REVISING CHAPTER 9 OF THE CODE OF HEALTH REGULATIONS FOR BOONE COUNTY, MISSOURI

NOW on this \_\_\_\_ day of \_\_\_\_\_, 2010, the County Commission of Boone County, Missouri, met in regular session and entered the following order in regard to revisions the Code of Health Regulations for Boone County, Missouri:

IT IS ORDERED that Chapters 1, 2, 3, 4, 5, 6, 7, 8, as currently maintained by the County Clerk of Boone County are hereby readopted, and Chapter 9 of the Code of Health Regulations for Boone County, Missouri, be revised and enacted in accordance with the text attached hereto and incorporated by reference, and

IT IS FURTHER ORDERED that the foregoing chapters 1, 2, 3, 4, 5, 6, 7, 8, and 9 of the Code of Health Regulations shall be effective from and after the date this order in entered.

IT IS FURTHER ORDERED that the County Clerk of Boone County, Missouri, print and make available for distribution to the public copies the Code of Health Regulations, and

IT IS FURTHER ORDERED that the attached order pertaining to the enactment of the Code of Boone County Health Regulations be published for a period of three (3) successive weeks commencing within thirty (30) days of the date of this order.

WITNESS the signatures and seal of the Boone County Commission on the day and year first above written.

Commissioner Pearson 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.

**9. Proposal for the Order for Public Notice of Chapters 1 through 9 (second reading, first read on 3/30/2010)**

**ORDER FOR PUBLIC NOTICE**

On the \_\_\_\_ day of \_\_\_\_\_2010, the County Commission for Boone County, Missouri, met in regular session and entered the following order in regard to the Code of Health Regulations for Boone County, Missouri:

IT IS ORDERED THAT the County Clerk of Boone County, Missouri, make available to the public copies of Chapters 1, 2, 3, 4, 5, 6, 7, 8 and the revised Chapter 9 of the Code of Health Regulations for Boone County, Missouri, readopted and/or revised on the \_\_\_\_ day of \_\_\_\_\_, 2010, by order of this Commission, and that the general public is hereby notified that such regulations as readopted and revised are available for distribution to the public at the office of the County Clerk, Boone County, Missouri, Boone County Government Center, 801 E. Walnut, Columbia, Missouri 65201.

Commissioner Pearson 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.

**Miscellaneous**

**10. Public Comment**

**11. Commissioner Reports**

The meeting adjourned at 2:10 p.m.

Attest:

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Wendy S. Noren  
Clerk of the County Commission

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Kenneth M. Pearson  
Presiding Commissioner

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Karen M. Miller  
District I Commissioner

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Skip Elkin  
District II Commissioner