

TERM OF COMMISSION: March Session of the January Adjourned Term

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

PRESENT WERE: Presiding Commissioner Edward H. Robb  
District I Commissioner Karen M. Miller  
District II Commissioner Skip Elkin  
Deputy County Clerk Diane Buchmann

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

**Prosecuting Attorney's Office**

Dan Knight the Prosecuting Attorney and Bonnie Adkins were present on behalf of this item.

**1. Approval to Remove a Secretarial position and Add an Investigator position  
(first reading)**

Mr. Knight stated he is requesting the Secretarial position be reclassified as an Investigator position. The funding for this comes from Prop L funding. Mr. Knight stated he has expressed his need for this Investigator position. The Secretarial position, the office can make do without but the Investigator position is badly needed.

Commissioner Miller stated the Committee totally supported it so she does not see any problems with this.

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.

**Purchasing**

Ms. Bobbitt from the Purchasing Department was present on behalf of these items.

**2. Bid Approval 03-22Feb11 copier Maintenance Prosecuting Attorney IV-D  
(Child Support Enforcement) (first reading)**

Ms. Bobbitt stated bid 03-22FEB11 - Copier Maintenance closed on February 22, 2011. Four bids were received. Recommendation for award for the Prosecuting Attorney IV-D (Child Support Enforcement) office is Data Comm of Columbia, MO for offering the lowest and best bid. The Assessor's office was also part of this bid, but it was decided in the evaluation to "no award" from this bid and continue to have Ikon provide the maintenance as Ikon's current

invoice price offered is less than any bids received.

Maintenance for the Prosecuting Attorney's office is \$150.00 for 25,000 copies with overage billed at \$0.006/copy, plus a one-time fee of \$187 to replace the drum (future drums will be part of the on-going maintenance). The maintenance invoice will be paid from department 1263 – IV-D, account 60050 – Equipment Service Contract. The drum replacement will be paid from department 1263 – IV-D, account 60200 – Equipment Repairs/Maintenance. Four one-year optional renewals are also part of the contract with a 5% increase each year.

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 Approval MM58 Bituminous Material Term and Supply (first reading)**

Ms. Bobbitt stated the Bid for Bituminous Material Term and Supply closed on January 25, 2011. Purchasing and Public Works recommend award by low bid, by line item for the initial contract term.

**Vance**

**Primary Supplier:** CRS-2; MC-3000; SS-1; CRS-2P; MC-800; EA-90; EA-90P

**Secondary Supplier:** MC-30; AEP

**Coastal Energy**

**Primary Supplier:** PEP; AEP, MC-30

**Secondary Supplier:** CRS-2; MC-3000; SS-1; MC-800

**Missouri Petroleum**

**Secondary Supplier:** EA-90; EA-90P; CRS-2P

These Term & Supply contracts will be paid out of department 2040 - PW Maintenance Operations, account number 26400 - Road Oil. \$500,000 is budgeted for 2011.

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 Approval 02-18Feb11 Lien Search and Title Search Services (first reading)**

Ms. Bobbitt stated the Bid for Lien Search and Title Search Services Term and Supply closed on February 18, 2011. Three bids were received. Purchasing and the Boone County Collector recommend award to Archer Title Company L.L.C. for offering the lowest and best bid for Boone County.

This is a term and supply contract. Contract will be paid from department 1150 –Collector, Account 84500 – Title Search. \$34,025 is budget in this account for the 2011 Year.

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.

**5. Amendment to 62-08Nov05 Records Storage and Management (first reading)**

Ms. Bobbitt stated contract 62-08NOV05 – Records Storage and Management was approved by commission for award to Underground Records Management / Subtera LLC on January 10, 2006, commission order 11-2006. This amendment adds microfilm storage for the Boone County Recorder.

Recorder Office invoices from this Amendment will be paid from department 2800 – Storage and Preservation, account 71100 – Outside Services.

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.

**Resource Management**

**6. Budget Revision for legal fees incurred due to issues with EPA requirements (first reading)**

Commissioner Miller stated this is to cover the County’s outside legal costs for the MS4 permit and the TMDL to date. This will come out of Public Works. Design and Construction will be meeting them from this period forward to determine what percentage should come out of the General Fund and which percentage should be out of Public Works.

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.

**7. Approve Consultant Agreements for a (second reading, first read on 3/8/2011):**

- a. Cole & Associates**
- b. Geosyntec**
- c. URS Corporation**

Commissioner Elkin moved on this day the County Commission of the County of Boone does hereby approve the following consultant agreements:

- d. Cole & Associates
- e. Geosyntec
- f. URS Corporation

It is further ordered the Presiding Commissioner is hereby authorized to sign said agreements.

Commissioner Miller seconded the motion.

There was no discussion or public comment.

The motion carried 3 to 0. **Order # 99-2011**

**Commission**

**8. Public Comment**

**9. Commissioner Reports**

The meeting adjourned at 2:02 p.m.

Attest:

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Wendy S. Noren  
Clerk of the County Commission

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Edward H. Robb  
Presiding Commissioner

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Karen M. Miller  
District I Commissioner

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Skip Elkin  
District II Commissioner