

TERM OF COMMISSION: April Session of the February Adjourned Term

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

PRESENT WERE: District I Commissioner Karen M. Miller  
District II Commissioner Skip Elkin  
Deputy County Clerk Shawna Victor

The meeting was called to order at 9:37 a.m. by Acting Presiding Commissioner Karen M. Miller.

**Subject: Juvenile Justice Center – Second Reading and Authorize Presiding Commissioner to Sign JAIBG Participation Form**

Commissioner Miller stated this is a request to allow JJC to submit a grant application. The JJC always works with the City of Columbia and the City usually forgoes their funds to support their activities at the Juvenile Justice Center.

Commissioner Elkin moved to authorize the acting Presiding Commissioner, Karen M. Miller to sign the FY2001 Juvenile Accountability Incentive Block Grant Local Government Participation form.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 189-2002**

**Subject: Human Resources**

Betty Dickneite, Human Resources Director, was present on behalf of these items.

**A. First Reading of Job Reclassification**

Betty Dickneite stated she is present on behalf of the Public Works Department. There was a position that was classified as an Office Specialist and there have been additional duties added to this position. A position description has been completed, this was submitted to the consultant and he has returned a recommendation that the position should be classified as an Account Specialist. This would change the position from a Range 15, which had a base pay of \$9.07 per hour to a Range 19, which has a base pay of \$10.01 per hour. This has gone through the normal process that the County uses with the Consultant this year and is requesting the Commission approve the reclassification of this position.

Commissioner Miller asked if the funding in the budget was adequate. Mrs. Dickneite stated she believes that is correct.

The Commissioners noted this was discussed in a worksession.

Mrs. Dickneite stated the Public Works Department would like to post the reclassified position as soon as possible.

Commissioner Miller stated the next Commission meeting would be next Tuesday, April 30, and asked if this would be too late. David Mink, Public Works Director, stated waiting one more week probably would not be a problem because he believes the position will not be filled for another month.

Commissioner Miller asked if this position was currently vacant. Mr. Mink stated that was correct.

The Commission unanimously agreed to waive the second reading and approve the job reclassification at this meeting to allow the job to be posted as soon as possible.

Commissioner Elkin moved to approve the job reclassification from Office Specialist (Range 15) to Account Specialist (Range 19) at the Public Works Department.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 190-2002**

**B. Recommendation from Personnel Advisory Committee – Increase Appropriation for Retirement Receptions**

Betty Dickneite stated this is a recommendation from the Personnel Advisory Committee. This is a request from the Public Works Department regarding Retirement Receptions.

In 1999, a Commission Order was adopted to recognize employees who retire from the County of Boone and are eligible for vesting in CERF for their services and contributions. The Order allotted \$50.00 per reception to pay for refreshments and disposable eating utensils.

Since that time, it has become apparent that \$50.00 may be an insufficient amount to provide refreshments and disposable eating utensils. Some departments have stated that they spend over that amount, coming up with the excess out of their own pockets. This is the case with some of the larger departments.

The Personnel Advisory Committee has supported a recommendation to increase the allotment from \$50 to \$100 per reception. This was voted on by the Committee and all members present voted on this change.

Commissioner Milled asked if the employee had to be with the County for a certain number of years. Mrs. Dickneite stated that is correct. The employee must be eligible for vesting under CERF, which is eight years.

Commissioner Miller 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: Second Reading and Approval of Board of Parks Commission Bylaws**

Commissioner Miller requested this item to be tabled to she can review the proposed bylaws. Commissioner Elkin stated this would be fine.

**Subject: Appointments to the Mental Health Board of Trustees**

Commissioner Elkin moved to appoint Bernard Beitman to the Mental Health Board of Trustees for a term that will run from February 28, 2002 to February 28, 2005.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 191-2002**

Commissioner Elkin moved to appoint Michele Kennett to the Mental Health Board of Trustees for a term that will run from April 23, 2002 to April 23, 2005.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 192-2002**

**Subject: Planning and Building Inspections – Adopt Findings of Fact and Conclusion of Law (Denial of request by Richard and Carol Samuels on behalf of U.S. Cellular for a transmission facility including a 190’ tower on 16.64 acres, located at 15365 W. Highway BB, Rocheport)**

Commissioner Elkin stated this was a request by Richard and Carol Samuels on behalf of U.S. Cellular for a transmission facility including a 190’ tower on 16.64 acres, located at

15365 W. Highway BB, Rocheport. The Commission unanimously denied the appeal.

This is the findings of fact and conclusion of law in reference to that denial.

Commissioner Elkin moved to adopt the Findings of Fact and Conclusions of Law and Decision for the Conditional Use Permit request by Richard and Carol Samuels on behalf of United States Cellular Operating Company of Columbia.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 193-2002**

**Subject: Clerk's Office – First Reading and Amendment #1 and #2 to the Boone County Matching Pension Profit Sharing**

Helen Sheehan, Deputy County Clerk, was present on behalf of this item.

Helen Sheehan stated this is a request to authorize the Presiding Commissioner to sign the amendments to the County's agreement with Nationwide Retirement Solutions. Nationwide is the administrator of one of the County's deferred compensation plans available to County Employees. There have been changes in federal legislation regarding deferred compensation plans that influence the County's plan. These two changes are required by federal law and they are minor changes. The first change is allowing for an increase in the amount of contributions that requires immediate distribution if the employee leaves. The current amount is \$3,500 and will be changing to \$5,000. The other change is to allow for transfers from other qualified plans. In the past, from her understanding, one can only rollover from another 401A plan, which is limited to government plans. Both changes are required by federal law so there was not much choice by the County in updating the agreement with Nationwide.

Commissioner Miller thanked Mrs. Sheehan for coming to the meeting and explaining the changes.

Commissioner Miller 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: Purchasing Department**

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

**A. First Reading of Bid 15-13MAR02 (Photocopiers)**

Melinda Bobbitt stated the Bid for Photocopiers was issued on February 20, 2002 and closed on March 13, 2002. A total of seven bids were received. Planning and Zoning and Purchasing evaluated the bids and recommend award as follows:

***Photocopier #1 – located in the Purchasing Department***

*Reject low bid from K.O.P.I. for the Gestetner 4502p for the following reasons:*

- 1) The copier does not meet the specifications for the Image Server network of **128 MB** of RAM + 5.1 GB HDD. K.O.P.I.'s bid includes **96 MB Ram** + 10 GB HDDD.
  - I contacted Carlow Strus of our IT Department on March 26, 2002 and he recommended we stay with the 128 MB RAM.
- 2) The Purchasing Department checked four references for the Gestetner photocopiers. Two of the Gestetner brand photocopiers are located within Boone County departments and two references were provided by K.O.P.I. for Gestetners located at other businesses within Boone County. All four references mentioned the same things. They are extremely happy with the services supplied by the vendor K.O.P.I. and do like the Gestetner Photocopiers when they are working **BUT paper jamming is an on-going problem.**
- 3) The Gestetner is not an equivalent machine to what was specified. The specified equipment is "all in one unit". The Gestetner is a "console unit". Therefore, it does not meet the minimum specification.

*Reject the second low bid from Ikon for the Ricoh Aficio 551P for the following reasons:*

- 1) The copier does not include the scan feature, which is a requirement for the Purchasing Department.
- 2) The copier is not equivalent to what was specified. The specified equipment is "all in one unit". The Ricoh is a "console unit". Therefore, it does not meet the minimum specification.

*Reject the third low bid from GFI for the Sharp ARM450 for the following reasons:*

- 1) Addendum #1 was not signed or returned by the vendor. Acknowledgement of this addendum was a mandatory condition of the bid. This addendum included the Add Alternate PDSL: Adobe Postscripts 3. Carlow Strus of our IT Department recommends we award this add alternate. The literature for GFI lists it as an option, but did not list the price. Also, on the bid submitted by GFI Digital, they scratched through the 2.8.3.3 for the PostScript 3 and hand wrote in "Alternate" but did not write in the pricing for the Alternate.

2) GFI did not bid the additional Paper Deck, which does not make them lower than Ikon’s Cannon. The additional paper deck is needed by the Johnson Building because so many departments share this photocopier.

*Award fourth low bid submitted by Ikon Office Solutions for the Canon Digital IR 5000 for the following:*

- Base Photocopier:	\$9,135.00
- Add Alternates:	
- Paper Deck:	\$1,400.00
- Saddle-Stitch finisher:	\$ 3,140.00
- Puncher Unit:	\$ 490.00
- Network Item for Print:	\$1,950.00
Equipment Total:	\$16,115.00
- Less Trade:	(\$1,000.00)
<b>Equipment Grand Total:</b>	<b>\$15,115.00</b>
Budgeted by Purchasing:	\$12,000.00
Shortage:	\$3,115.00

***Photocopier #2 – located in Planning and Zoning Department***

*Reject first low bid from K.O.P.I. for the Gestetner 3502 for the following reasons:*

- 1) The Purchasing Department checked four references for the Gestetner photocopiers. Two of the Gestetner brand photocopiers are located within Boone County departments and two references were provided by K.O.P.I. for Gestetners located at other businesses within Boone County. All four references mentioned the same things. They are extremely happy with the services supplied by the vendor K.O.P.I. and do like the Gestetner Photocopiers when they are working **BUT paper jamming is an on-going problem.**
- 2) The Gestetner is not an equivalent machine to what was specified. The specified equipment is “all in one unit”. The Gestetner is a “console unit”. Therefore, it does not meet the minimum specification.

*Reject the second low bid from DataComm Inc. for the Konica 7035*

- 1) The specifications were for paper capacity of 2,000 sheets on the base machine plus an add alternate of a paper deck with a 3,500 sheet capacity. The Konica 7035 does not include a paper deck. The total paper capacity is only 2,550, which is unacceptable to

the department.

*Award third low bid submitted by GFI Digital for the Sharp AR-337 for the following:*

- Base Photocopier:	\$6,931.00
- Add Alternates:	
- Paper Deck:	included
- Saddle-Stitch finisher:	\$1,100.00
- Multi-position stapler:	included
 Equipment Total:	 \$8,031.00
- Less Trade:	(\$200.00)
<b>Equipment Grand Total:</b>	<b>\$7,831.00</b>
 Budgeted by P&Z:	 \$7,470.00
 Shortage:	 \$361.00

Purchasing recommends award for Photocopier #1 for the Johnson Building to Ikon Office Solutions for the Canon Digital IR5000. Total cost of the photocopier is \$15,115.00 with six months maintenance included in the initial purchase – department 1118 account 91000. On-going maintenance is \$1,560.00 per year through year seven. Original budget was \$12,000.00. A budget revision has been attached requesting \$3,115.00 from department 1123 account 86800 to department 1118 account 91000.

Purchasing and Planning and Zoning recommend award for Photocopier #2 for the Planning and Zoning department to GFI Digital for the Sharp AR-337. Total cost of the photocopier is \$7,831 for the initial purchase from department 1710 account 92000. On-going maintenance begins after the warranty ends in six months and is pro-rated for six months for \$210.00. Maintenance for years 2 through 5 is \$420.00/year and years 6-7 is \$480.00. Original budget was \$7,470.00. Planning and Zoning has attached a budget revision requesting the \$361.00 from department 1720 account 92400 to department 1710 account 92000.

Commissioner Elkin stated he appreciates Mrs. Bobbitt’s work on evaluating this bid. Each machine is different; there is a lot of time and energy put into reviewing these bids. Comparing these copiers is sometimes like comparing apples and oranges.

Commissioner Miller asked what a saddle-stitch finisher is. Mrs. Bobbitt stated this would actually bind a book. Purchasing will be using it for purchasing guidelines that will be distributed to the departments. Commissioner Miller asked if this would only be used once. Mrs. Bobbitt stated she believes other departments would find a use for this feature.

Commissioner Miller asked if this would eliminate having books made by an outside

vendor like at Kinko's for example. Mrs. Bobbitt stated this would reduce the outside copier expenses.

Commissioner Miller asked if this would allow Planning to stitch their Zoning books. Mrs. Bobbitt stated Planning would like to have had that feature by there was not enough funds budgeted for that feature. Commission Miller noted that this feature was included in the recommended award for Planning and Zoning. Mrs. Bobbitt stated that was correct. There are two types of finishers and one has to be chosen. She noted the type of finisher that is included is noted on the bid tabulation. Mrs. Bobbitt stated a finisher sorts and staples the pages.

Commissioner Miller stated it is bothersome that so many low bids had to be rejected because they could not follow directions.

Commissioner Miller 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.

**B. First Reading of Bid 27-17APR02 (IFB – Sale of Computers, Peripherals, and Hardware)**

Mrs. Bobbitt stated and Invitation for Bid was issued on March 25, 2002 for the Sale of Computers, Peripherals, and Hardware and closed on April 17, 2002. Three bids were received.

Upon completion of bid evaluations, Information Technology and Purchasing recommend award to Surplus City of Columbia, Missouri for all lots of equipment for a total sale price of \$1,100 to be deposited in account 1190 department 3835.

Commissioner Miller asked Mrs. Bobbitt to look into the department and account the money would be deposited into.

Commissioner Miller stated this would clean up everything the County has that been surplused over the last few years and asked when this equipment would be picked up. Mrs. Bobbitt stated it would be 14 days after the contract is signed.

Commissioner Miller 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: Presentation by Jeff Stack on Moratorium on Executions**

Allison Payne, 1614 Anthony Street Apartment F, Columbia, a representative of Amnesty International, spoke of the reasons that Amnesty International is against the death penalty.



These are the following reasons why Amnesty International is against the death penalty:

- International law prohibits the use of the death penalty against child offenders; people who are under the age of 18 at the time of the crime.
- The death penalty is unsupportive as a deterrence of crimes.
- There are racial and socioeconomic disparities in using the death penalty as a sentence.
- There are numerous cases of innocence in people who have received the death penalty.
- The death penalty is a large expense to governing bodies and taxpayers.

Jeff Stack, 112 Spring Valley, Columbia, stated he is requesting the Commission to consider a resolution for a moratorium on executions. He believes this would allow for a period to pause, think, and look at the reasons against the death penalty. Illinois Governor Ryan has signed a moratorium on executions and will not allow for any executions to take place while he is governor.

Mr. Stack elaborated on Amnesty International's reasons against the death penalty and applied them to cases in Missouri and Illinois. He noted there are no specific figures for the state of Missouri for expenses on death penalty trials versus life in prison trials.

Recently, the 100<sup>th</sup> death penalty prisoner has been set free due to being found innocent.

Missouri is 3<sup>rd</sup> in the nation for the number of executions that it performs each year.

Mr. Stack stated that a moratorium would not prevent prosecutors from pursuing the death penalty but that it would prevent any executions for a period of time.

Commissioner Miller asked if there was any legislation proposed to do a moratorium and a study on the death penalty and why there are no Missouri governments listed as one of the governing bodies that have passed a resolution. Mr. Stack stated there has not been an effort made in Missouri to ask local governments for a resolution. There are bills pending in the state legislature at this time for a moratorium or to create a study group. There is a federal moratorium being considered as well.

Commissioner Miller stated the Commission appreciates Mr. Stack bringing this to the public agenda and her preference today is to hold a worksession when Commissioner Stamper returns to discuss the issue.

There was a discussion about NDA testing and the people currently under a death penalty.

John Schuder, 105 Manor Drive, Columbia, stated he attended his first demonstration against an execution in 1964 in Jefferson City. He has attended many execution demonstrations since then and believes this is a moral issue.

Commissioner Miller thanked everyone for coming to the meeting and giving this presentation.

There was no further discussion and no public comment on this issue.

**Commissioner Reports**

There were no Commissioner Reports.

There was no public comment.

The meeting adjourned at 10:48 a.m.

Attest:

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Don Stamper  
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