

TERM OF COMMISSION: August Session of the August Adjourned Term

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

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

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

Subject: Sheriff's Department – Authorize Presiding Commissioner to Sign FY2002 LLEBG Award

Commissioner Stamper moved to authorize the Presiding Commission to sign FY2002 Local Law Enforcement Block Grant Program Award document.

Commissioner Elkin seconded the motion.

Captain Beverly Braun stated the Sheriff's Department has been receiving block grants since 1998 and this is a procedure the department has to go through to receive the funds.

There was no further discussion and no public comment.

The motion passed 3-0. **Order 357-2002**

Subject: Circuit Court – Presentation of 2003 Budget

Robert Perry, Court Administrator, Kathy Lloyd, and Jennifer Baker, were present on behalf of this item.

Commissioner Stamper noted the Circuit Court has to present their budget at a specific time per State Statutes.

Robert Perry reviewed the Juvenile Justice Center, Juvenile Office, Circuit Court Services, and Jury Services and Court Costs 2003 budgets.

Mr. Perry noted the total revenue for 2003 is \$586,033.00. 2002 projected revenue is \$585,099.00. This is only a 0.16% increase. The 2003 expenditures are projected at \$2,548,796.00. 2002 projected expenditures is \$2,384,195.00. This is a 6.9% increase.

In the Court's budget and the Circuit Clerk's budget, the County Employees Retirement Fund (CERF) increase has been included. This is for any employee who is employed after

March 1, 2002.

No additional positions are being requested for 2003.

The proposed 2003 fixed assets is \$143,641.00. This is approximately \$57,000.00 more than the 2002 fixed assets. Approximately 57% of this increase is associated with a \$45,000 item to replace the x-ray machine, which is in the Jury Services and Court Costs budget. There were problems with the machine this year. They were informed that the life of x-ray machines is around 10 years, and this machine is 10 years old, and after December 2002, no additional parts will be manufactured for the model that is currently being used.

Another reason for the increase is a request to replace one vehicle, which is approximately \$17,500.00. This request is in the Juvenile Justice Center budget. They actually are proposing to remove a vehicle from Court Services, move a vehicle from JJC to Court Services, and purchase a new vehicle for JJC.

Mr. Perry noted Cheryl Whitmarsh is on vacation so this is why Mr. Perry is reviewing the Circuit Clerk's budget.

The Circuit Clerk has requested a new copy machine, which is budgeted at \$10,000. Also, the Circuit Court is requesting \$10,000 for two work stations.

Commissioner Miller stated she believed a new copy machine was just purchased for the Circuit Clerk. Mr. Perry stated there are several large copy machines in the Circuit Clerk's Office, but the one they are proposing to replace is in Accounting.

Mr. Perry reviewed the each individual budget. He noted there is a supplemental request in the Juvenile Justice Center budget for a carpet cleaner. The payment for Program Assistants was \$8.40 and they would like to increase that to \$8.60 for 2003 in the Juvenile Justice Center budget.

The Juvenile Office is requesting to replace all aged and water damaged ancillary seating utilized by the public and staff. Also, there is a 37% increase in salaries for the Juvenile Office for family counseling. This is three to four positions per year. The counselors are from the Department of Psychology at the University of Missouri-Columbia and the number of students available for internships varies from year to year. Funds have been moved from contractual work to personnel. Depending on the number of students available depends on the amount of funds in either the contractual work fund or personnel fund.

For the Jury Services budget, the highest increase is because of the proposed purchase of the x-ray machine. There are also sequestered jury costs in this budget.

The Circuit Court's budget is requesting to eliminate one 0.5 full-time employee, night computer operator. A Security Aid position will be upgraded to a Deputy Court Marshall, which will take \$6,598 difference from the base of those two positions. There have been seven changes in that position since 2000. This request contains a 3.5% increase for salary adjustments. There is also an increase in overtime because of the involvement with sequestered juries. He noted overtime is related only to court activities.

Commissioner Miller asked Mr. Perry to discuss the Maintenance of Effort and what budget it covers. Mr. Perry stated the Maintenance of Effort funding was established by House Bill 971 in 1997, in the amount of \$993,989. The budget request is 28% less than that total. He discussed how the Guardian Litem affects the Maintenance of Effort fund.

June Pitchford, Boone County Auditor, also discussed the Maintenance of Effort fund, how that was computed, and how it affects the budgets.

Mr. Perry noted in the Circuit Clerk's budget, the revenue has decrease \$5,000 due to the State requirements on collecting Child Support. Other items that have been budgeted are for the new copy machine and the CERF requirement.

Commissioner Stamper noted there has been no policy adopted regarding CERF and its relationship to annual increases.

These budget documents were submitted to the public record.

There was no further discussion on these items.

Commissioner Stamper excused himself from the meeting and asked Commissioner Miller to be acting Presiding Commissioner.

Subject: Purchasing Department – Rescind Commission Order 231-2002 and Re-Award Bid 37-08MAY02 (Lease of Track Hoe)

Marlene Ridgeway, Purchasing Department Buyer, was present on behalf of this item.

Marlene Ridgeway stated she and the Public Works Department recommend rescinding Commission Order 231-2002, a contract with Hertz Rental Corporation, for the reason that they did not meet and comply with the contract and bid provisions in Section 2.4 regarding equipment working order. They were not also able to supply the County with a replacement piece of equipment when there was equipment failure.

They further recommend awarding to the next lowest bidder, Victor L. Phillips for a track hoe. The monthly lease amount is \$4,740.00.

Commissioner Elkin moved to rescind Commission Order 231-2002 for bid 37-08MAY02

(Lease of Track Hoe), a contract with Hertz Rental Corporation, due to non-compliance with the contract and bid provisions in Section 2.4 regarding equipment working order.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 358-2002**

Subject: Public Works – First Reading of Missouri Highways and Transportation Commission County Agreement

David Nichols, Public Works Design and Construction Manager, was present on behalf of this item.

David Nichols stated this is an agreement the Missouri Department of Transportation (MoDOT) has forwarded to the County for the project on State Route V. They will be replacing the bridge on a section of the road. This also takes in a section of Thomas Hill Road. This agreement allows MoDOT to adjust the road grade to the correct elevation. There are no funds involved with this agreement; it is just an authorization for MoDOT to work on a County road.

Commissioner Elkin stated it is to his understanding that the elevation will be raised and then the road will be asphalted 300 feet from Route V.

Mr. Nichols stated the bridge is 400 feet long and this is a major project for MoDOT.

There was no further discussion on this issue.

Commissioner Miller stated this is a first reading and requested the Deputy County Clerk to schedule this for a second reading at the next available meeting with an appropriate order for approval.

Subject: Re-Award Bid 49-09JUL02 (Benson Road Improvements Project)

Commissioner Miller stated since this award was rescinded on August 1, 2002, it is to her understanding that the punch list has been taken care of and staff is satisfied with the final product. The recommendation is to re-award the bid to J.C. Industries.

David Nichols stated J.C. Industries has complied with the list the Public Works Department has been working towards. They have had meetings and a letter was drafted to make sure all issues would be taken care of.

Commissioner Elkin asked when the pre-construction meeting would be held. Mr.

Nichols stated the meeting will be on Thursday, August 15, 2002.

Commissioner Elkin moved to re-award bid 49-09 for Benson Road Improvements Project to J.C. Industries.

Commissioner Miller seconded the motion.

Commissioner Miller stated there has been some confusion about this bid being awarded then taken away but the Commission discussed some outstanding punch list issues. This was a way to make sure the project would be started correctly and that was the Commission's goal.

Mr. Nichols stated he believes this brought closure to the other project.

There was no further discussion and no public comment.

The motion passed 2-0. **Order 359-2002**

Commissioner Reports

Commissioner Miller requested Commission Stamper's reports be held until the next available meeting.

Commissioner Miller

None to report at this time.

Commissioner Elkin

None to report at this time.

There was no public comment.

The meeting adjourned at 2:10 p.m.

Attest:

Don Stamper
Presiding Commissioner

Wendy S. Noren
Clerk of the County Commission

Karen M. Miller
District I Commissioner

Skip Elkin
District II Commissioner