

TERM OF COMMISSION: November Session of the October 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
Deputy County Clerk Shawna Victor

The meeting was called to order at 9:40 a.m.

Subject: Purchasing Department

Marlene Ridgway, Purchasing Department Buyer, was present on behalf of these items.

A. Second Reading and Approval of Amendment #1 to Bid 01-14JAN03 (Grading of MKT Trail Term and Supply)

Marlene Ridgway stated this is amendment number one for bid 01-14JAN03 for Grading of the MKT Trail Term and Supply. The Facilities Maintenance department is requesting to add a Skid-Steer Loader at \$60 per hour with a \$100 mobilization charge to the term and supply contract with Blacktop Paving.

The original agreement is a Facilities Maintenance term and supply contract utilized by 1610 – Parks and Recreation, account 60400 – Grounds Maintenance.

Commissioner Miller moved to approve Amendment #1 to Bid 01-14JAN03 for Grading of MKT Trail Term and Supply.

Commissioner Schnarre seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 525-2003**

B. Second Reading and Award of Bid 72-18NOV03 (Electrical Services Term and Supply)

Marlene Ridgway stated bid for Electrical Services Term and Supply was issued on October 29, 2003 and closed on November 18, 2003. One bid was receive. Upon completion of the bid evaluation, Purchasing and Facilities Maintenance recommend award to Meyer Electric Company.

This is a term and supply contract and invoices will be paid out of organization 6100 –

Facilities and Ground Maintenance, account 60100. On November 18, 2003, there was a balance of \$1,722 remaining in the account. \$10,000 per year is budgeted for this service.

Commissioner Miller moved to award bid 72-18NOV03 for Electrical Services Term and Supply to Meyer Electric Company.

Commissioner Schnarre seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 526-2003**

C. First Reading of 71-10NOV03 (Microfilm Reader Printer)

Marlene Ridgway stated the Recorder's Office and the Purchasing Department have reviewed the responses received for the above referenced bid. They recommend award to E.B.E. Dynamic Computer Solutions for having the lowest and best bid meeting the minimum specifications. The total contract award is \$11,113.00 and \$1,100.00 for annual maintenance that will begin next spring. This is to be paid from organization 1160 account 92000.

There was no further discussion on this item.

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.

D. First Reading for Approval to Dispose of Surplus Property

Marlene Ridgway stated the Purchasing Department has identified and listed items as surplus. To date, there has not been any interest in any of these items. The department is requesting approval for disposal through Kemper Auction. The majority of these items are in poor condition.

There was no further discussion on this item.

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.

E. First Reading of Recommendation to Purchase Mobile Data Terminals from State Contract C203005001

Marlene Ridgway stated the Sheriff's Department is requesting approval to purchase 12

mobile data terminals from the State of Missouri cooperative contract C203005001. These laptops and software are to be purchased from Proposition L funds and are to be installed in our patrol cars. I have requested informal quotes from 10 local area computer dealers as well as large volume computer companies and received 2 responses as attached. After review of the responses, the Purchasing department recommends purchasing from the state contract as it provides the lowest pricing. Total cost of identified items is \$111,728.28. The Purchasing department further recommends that this purchase be facilitated through our Information Technology department so that it can be identified and tagged into their inventory.

There was discussion about what features will be added on to the computers.

Mrs. Ridgway stated the Sheriff's Department is working on a budget revision for this purchase. Commissioner Miller stated she wants to know there is available funding before the second reading occurs.

There was no further discussion on this item.

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: Sheriff's Department – First Reading of Budget Revision

Commissioner Schnarre stated the Sheriff's Department has submitted a budget revision in the amount of \$32,192 for out-of-county housing expenses for the month of October.

Commissioner Miller stated she believes the department should give a monthly report on the numbers at the jail.

Commissioner Schnarre stated there are people reviewing the population problems at the jail.

There was no further discussion on this item.

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: Public Works

A. Second Reading and Approval of Change Order #1 for Dee Woods Road Restoration Project

Commissioner Miller moved to approve Change Order #1 for the Dee Woods Restoration project in the amount of \$25,030.60.

Commissioner Schnarre seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 527-2003**

B. Second Reading and Approval of Change Order #1 for Fairground Paving Maintenance Project

Commissioner Schnarre noted this is for additional work that was done with this project to prevent future drainage problems.

Commissioner Miller moved to approve Change Order #1 for the Boone County Fairgrounds Pavement Maintenance Project in the amount of \$17,771.72.

Commissioner Schnarre seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 528-2003**

C. Second Reading and Acceptance of Roads in Old Plank Village Plat 1

Commissioner Miller moved to approve the following:

Whereas, the County has examined Coneflower Avenue and Old Plank Village Drive, constructed within their appropriate rights-of-way as dedicated on the final plat of Old Plank Village Plat 1, recorded in Plat Book 37, Page 74, of the Boone County, Missouri records, and

Whereas, an Easement for Public Roadway Line of Sight Safety Purposes, across a portion of Lot 31 of Old Plank Village Plat 1, is recorded in Book 2390, Page 16, and

Whereas, the County finds that the above described roads have been constructed in accordance with plans approved by the Boone County Public Works Department in

compliance with Boone County Roadway Regulations as attested by the Roadway Maintenance Acceptance Certificate for said roadway,

Now therefore it is ordered, the County Commission authorizes the Presiding Commissioner to sign the Roadway Maintenance Acceptance Certificate for these roadways, on behalf of the County Commission and further assumes the responsibility for the maintenance and control of these roads from and after the date of this order, and

It is also ordered that this order be certified by the County Clerk and be recorded in the Office of the Recorder of Deeds.

Commissioner Schnarre seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 529-2003**

Subject: Recorder of Deeds – Second Reading and Approval of Budget Revision

Commissioner Schnarre moved to approve the following budget revision:

DEPARTMENT ACCOUNT AND TITLE	AMOUNT DECREASE	AMOUNT INCREASE
1123-86800: Emergency	\$11,500.00	
1160-92000: Recorder of Deeds – Replacement Office Equipment		\$11,500.00

Said budget revision is for the purchase of a new microfilm reader printer for the Recorder of Deeds Office.

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 530-2003**

Subject: Prosecuting Attorney – Second Reading and Public Hearing for Approval of Budget Amendment

Commissioner Schnarre moved to approve the following budget amendment:

DEPARTMENT ACCOUNT AND TITLE	AMOUNT INCREASE
1262-10100: Victim Witness – Salaries and Wages	\$9,515.00
1262-10200: Victim Witness – FICA	\$728.00
1262-10350: Victim Witness – Life Insurance	\$7.00
1262-10400: Victim Witness – Workman’s Comp	\$47.00
1262-10325: Victim Witness – Disability	\$44.00
1262-03411: Victim Witness – Federal Grant Reimbursement	\$10,343.00

Said budget amendment is to establish a budget for the Victim Response Team Grant for October 1, 2003 to December 31, 2003.

Commissioner Schnarre seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 531-2003**

Subject: Clerk’s Office – First Reading of Budget Revision

Commissioner Miller stated the Clerk’s Office has submitted a budget revision in the amount of \$12,523 to cover 3rd quarter unemployment charges. She believes the Commission should review the amount budgeted for unemployment charges. This is the third budget revision submitted for 2003.

There was no further discussion on this item.

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: Appointments to the Health Trust Committee

Commissioner Miller stated there has been a lapse in the appointments to the Health Trust

Committee. With this Commission Order, all appointments should be current.

She noted there is one opening for a citizen representative. She requested the person who is appointed for this opening should have an expiration date of December 31, 2005.

Commissioner Schnarre moved to appoint the following as Trustees to the Boone County Employees Benefit Plan:

Name	Expiration Date
Beverly Braun (Employee Representative)	December 31, 2004
Chris Edwards (Citizen Representative)	December 31, 2004
Ray George (Employee Representative)	December 31, 2004
Kay Murray (Boone County Treasurer)	December 31, 2005
Tom Schauwecker (Boone County Assessor)	December 31, 2005
Karen M. Miller (District I Commissioner)	December 31, 2004

Commissioner Miller seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 532-2003**

Subject: Authorize Use of Commission Chambers (Clear Creek Neighborhood Association)

Commissioner Miller moved to authorize the use of the Commission Chambers of the Roger B. Wilson Boone County Government Center on December 10, 2003 from 6:00 to 9:00 p.m. for a Press Conference to be conducted by the Clear Creek Neighborhood Association and Boone County Smart Growth.

Commissioner Schnarre seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 533-2003**

Commissioner Reports

Commissioner Schnarre

Notice of Voluntary Annexation

Commissioner Schnarre stated the County has been notified of a voluntary annexation of 9.11 acres of land owned by Dennis M. Murphy, located on the northwest side of the bend

in Old Field Road (3601 Old Field Road).

Commissioner Miller

International Council of Shopping Centers/NACo

Commissioner Miller stated the International Council of Shopping Centers and NACo signed a national partnership to help rural counties and small franchises connect. The retailers and developers are trying to get into the secondary and tertiary markets and are not sure how to connect with the elected officials because there is no professional staff to go to. A partnership and taskforce have been created to develop a template for rural counties to help them understand what their responsibilities are to attract retail businesses into their community.

During Commissioner Training in February, there will be a panel with the International Council of Shopping Centers and Missouri representatives conducting a business fair to help smaller communities make connections.

She noted retail businesses look for locating their businesses in areas that have planning and zoning.

There was no public comment.

The meeting adjourned at 10:07 a.m.

Attest:

Keith Schnarre
Presiding Commissioner

Wendy S. Noren
Clerk of the County Commission

Karen M. Miller
District I Commissioner

Skip Elkin
District II Commissioner