

TERM OF COMMISSION: December 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  
District II Commissioner Skip Elkin  
Deputy County Clerk Shawna Victor  
Boone County Auditor June Pitchford

The budget hearing was called to order at 1:07 p.m. by Commissioner Elkin.

**Budget Hearing: Department 1170 (Information Technology)**

Michael Mallicoat, Information Technology Director, was present on behalf of these budget hearings.

Michael Mallicoat reviewed the goals and objectives for this budget.

Projected 2004 classes 2-8 expenditures are projected to be \$381,986, which reflects an 8% decrease from the 2003 budget.

Projected expenditures for class 2 are \$81,955, which reflects a 3% decrease.

Projected expenditures for class 3 are \$45,015, which reflects a 14% increase. This increase is for AS/400 upgrade training.

Projected expenditures for class 4 are \$27,113, which reflects a 3% increase.

Projected expenditures for class 5 are \$500, which reflects a 150% increase. This increase is due to more travel by department employees to Public Works and the Sheriff's Department.

Projected expenditures for class 6 are \$71,080, which reflects a 2% increase.

Projected expenditures for class 7 are \$156,353, which reflects a 20% decrease. This decrease is due to a proposed 25% reduction for line item 71101, Professional Services. Staff will be performing many of these services now. There was also a decrease in the software services contract; it will be a three year contract for the same cost of a two year contract.

Projected expenditures for class 9 are \$160,978, which reflects a 4% increase.

Commissioner Schnarre arrived at the budget hearing.

The total proposed expenditures for 2004 for this budget are \$1,323,381, which reflects level funding.

There was discussion about the cost and the reason for the AS/400 upgrade.

The Information Technology Advisory Committee (ITAC) has identified the need for additional support for computer users. It is a recommendation from ITAC to add a Helpdesk Technician. The Helpdesk Technician is a supplemental request. This request has been added to the budget in contingency. It will be up to the Commission to make the decision on whether or not this request should be funded.

**Budget Hearing: Department 1194 (Mail Services)**

Mr. Mallicoat reviewed the goals and objectives for this department.

There are no significant changes to this budget.

Projected 2004 classes 2-8 expenditures are projected to be \$291,179, which reflects a 1% increase from the 2003 budget.

Projected expenditures for class 2 are \$221,030, which reflects level funding.

Projected expenditures for class 3 are \$750, which reflects level.

Projected expenditures for class 4 are \$350, which reflects a 21% increase. This increase is due to an added \$50 for a cellular telephone for emergency uses in the mail car.

Projected expenditures for class 5 are \$2,700, which reflects a 150% increase. This increase is due to a 70% increase in vehicle repairs, \$600 in funding.

Projected expenditures for class 7 are \$66,349, which reflects a 2% increase.

The total proposed expenditures for 2004 for this budget are \$350,044, which reflects a 2% increase.

There was discussion about the lease agreement on the equipment in the mail room and how some of the equipment is underutilized.

There was no further discussion on these budgets.

The budget hearings recessed at 1:55 p.m.

The budget hearings reconvened at 2:10 p.m.

David Mink, Public Works Director, David Nichols, Design and Construction Manager, Chip Estabrook, Road Maintenance Operations Manager, and Jane Morris, Office Administrator, were present on behalf of the following budgets.

David Mink stated the proposed total expenditures for department 2040 for 2004 is \$6,045,445. The proposed total expenditures for department 2041 are 1,873,409. The proposed total expenditures for department 2045 are \$3,900,345. The proposed total expenditures for department 2049 are \$2,422,838. The total for these four departments is \$14,242,037. The proposed total expenditures for department 1340 are \$12,450.

The proposed total expenditures for departments 1610, 6100, 6101, and 6200 are \$1,000,479 for 2004.

The 2004 staffing for all departments (2040, 2045, 2049, 1340, 1610, 6100, and 6101) is 71.63 with 4.25 seasonal positions. He noted there is a request for an additional FTE in Housekeeping and is requested in lieu of contract for a total of 8 FTE.

**Budget Hearing: Department 2041 (Public Works Special Maintenance Projects)**

Chip and Seal Preventive Maintenance over existing paved roads.

Preparation will be completed in-house, with contract chip & seal using trap rock aggregate and polymer modified oil. A total of 21.15 miles will done for a total of \$388,782. The following are roads will be chip sealed and the proposed cost:

- Prathersville Road           \$15,556
- Mt. Zion Church Road       \$92,940
- Boatman Hill Road          \$ 5,513
- Calvert Hill Road           \$47,455
- McGee Road                 \$31,505
- Old Hwy 124                 \$51,590
- Old Highway 63 North       \$11,027
- Dripping Springs Road      \$ 7,697
- Bearfield Road              \$24,684
- Rangeline Road             \$10,487
- Christian School Road       \$33,880
- New Haven Road             \$56,467

The department will do in-house repair and reapplication of chip and seal on 30 miles of road for a total of \$244,590.

The department is proposing to reapply chip and seal to the following roads,

approximately 12.5 miles:

- Drake Lane, Richland Road, Sweringen Road, Callahan Creek, Murray Lane, Botner Road, Owens School Road, Doris Boulevard, Boatman Hill Road, Spiva Crossing Road, Todd Road, Judy School Road, Haystack Acres Subdivision, and Lake Capri Subdivision.

Commissioner Elkin asked if some of these road projects are carry over from 2003. Mr. Mink stated that is correct.

The department is proposing to do surface upgrades (gravel to chip and seal) for a total of \$466,456:

▪ Benson Road	\$76,896
▪ Barber Road	\$26,650
▪ Crofton Hall Road	\$ 5,989
▪ Liddel Lane	\$ 9,881
▪ Drane Road	\$ 3,293
▪ Memar/Wilhite Rd.	\$41,920
▪ Anchorum Road	\$72,297
▪ David Road	\$37,655
▪ Hecht Road	\$95,793
▪ Wehmeyer Road	\$33,129
▪ Woodie Proctor	\$62,954

Mr. Mink noted the prep work will be done in house and the chip seal application will be done by contractors.

The department is proposing to perform major ditching and widening for the following roads, for a total of \$185,714, to be completed in-house:

○ Gray Road	\$25,399
○ Soft Pit Hill Road	\$ 9,250
○ Lost Woods Lane	\$77,772
○ CB Lewis Road	\$10,000
○ Schooler Road	\$32,293
○ Varnon School Road	\$31,000

The department is proposing to do safety projects on the following roads for a total amount of \$125,800:

• Barnes School Road	\$30,152
• Kircher Road	\$34,300
• Wilcox Road	\$61,348

Mr. Mink noted the work on Wilcox Road will be completed in-house with some contract work.

The department is proposing to do subdivision concrete repair in Lake of the Woods Subdivision, Georgetown Subdivision, Bellview Subdivision, for a total of \$100,000. This work will be done in-house.

The department is proposing to do various repairs as needed to low water crossings in 2004. Currently South Mt. Pleasant Church Road, and Stone Drive have been identified by the department for work. The proposed budget for this is \$37,250.

Rolling Hills Road is a joint City/County project. The department is planning on rebuilding the base, construct drainage, and resurface the road. The total cost of the project is proposed to be \$92,100 and the County's portion is \$46,050. This project is pending an agreement with the City of Columbia.

This budget is proposing a road rock budget of \$426,815, with \$314,465 as rock costs previously included with a project and \$112,350 for shoulder rock.

**Budget Hearing: Department 2040 (Public Works Maintenance Operations)**

This budget is proposing a rock budget of \$891,200.

The department has budgeted \$155,000 for culvert replacement projects.

The department has proposed to continue street sweeping, which is done through contract, of 47 miles of road for a total of \$15,000.

The department has budgeted \$140,000 for contract snow removal. This is an estimated amount based on five 10-hour snow events.

The department has budgeted \$24,825 for job safety and skill training. This includes ATSSA Training, Skills & Safety at High Hill, Mechanic Training & Testing, and Confined Space Training.

The following items have been requested as supplemental items for a total of \$693,650:

- 3 Motorgraders
- 3 Snow Plows/Spreaders
- 1 Sign Truck
- 1 Single Axle Dump Truck
- 1 Power Broom (New Equipment)
- Additional Miscellaneous

**Budget Hearing: Department 2045 (Design and Construction)**

The department has the following proposed the following projects for 2004:

<b>Project</b>	<b>Project Cost</b>
Liberty Lane	\$640,000
Olivet Road	\$910,000 (Utility Relocation - \$60,000 and Construction - \$850,000)
Scott Boulevard South	\$650,000 (Utility Relocation - \$100,000 and Construction \$550,000)
Hackberry Road Extension	\$50,000 (Power Line Pole Relocation)

The department has made the following supplemental requests:

- Arch/Box Culverts – Replace deficient multiple CMPs with single span structures on Timmons Road (\$63,000), Judy School Road (\$75,500), and Ludwick Boulevard (\$163,000) for a total of \$301,500.
- Engineering Services – Trails West (\$35,000), Miscellaneous Engineering (\$15,000), Storm Water Contract with the University (\$35,000).
- Phase III – This is the final phase and will add:
  - o Conference Room
  - o Cubicles & Offices for staff currently located in attic space
  - o South Facility Remodel (\$110,000)
  - o Furniture and Fixtures (\$45,000)
- Replacement Office Equipment (Copier, Plotter, and Office Chairs for a total of \$20,800)
- Replacing 1994 Ford pick-up with a Van fitted with racks for storing and charging traffic count equipment (\$25,000)

**Budget Hearing: Department 2049 (Public Works Administration) and 1340 (NID Administration)**

Mr. Mink stated for department 2049, the Revenue Replacement and Sharing is as follows:

- Replacement – \$1,345,964
- Rebates to SP Districts – \$243,094
- Revenue Sharing – \$683,760
  - o City of Ashland – \$45,000
  - o City of Centralia – \$88,333
  - o Centralia Special Road District – \$103,333
  - o City of Columbia – 292,500
  - o City of Hallsville – \$40,000

- City of Harrisburg – \$19,000
- City of Hartsburg – \$20,700
- City of Huntsdale – \$11,500
- City of McBaine – \$8,600
- City of Rocheport – \$29,400
- City of Sturgeon – \$25,394

Department 1340 has proposed funds to implement anticipated Neighborhood Improvement District (NID) Applications at \$12,450.

**Budget Hearing: Department 6100 (Facilities Maintenance)**

The department has term and supply contracts for electrical (\$8,000), heating and air conditioning (\$8,000), plumbing (\$7,000), and painting (\$7,000).

The following are proposed projects and their projected cost:

<b>Project</b>	<b>Project Cost</b>
Courthouse Plaza Sidewalk Repair	\$17,000
Sheriff’s Administration Sallyport Garage Door Replacement	\$2,700
Replacement of Courthouse Doors	\$6,140
Sealing Courthouse Floor Tile	\$5,500
Replacement of Door Hardware	\$3,000 (Government Center) \$2,000 (Jail Cell Doors)
Repair Concrete Steps at Jail	\$6,000
River Fountain Cleaning (Contract)	\$3,570

The department has made the following supplemental requests:

- Replacement of Damaged Window Screens at the Government Center (\$4,000)
- Grated Drain for Johnson Building Alley/Sidewalk (\$4,500)
- Lawnmower (\$550)
- Ladder Racks for Facilities Maintenance Vehicles (\$1,500)

**Budget Hearing: Department 6200 (Capital Repairs and Replacements)**

The department is proposing to do the following renovation work at the Circuit Clerk’s Office:

- Carpet and Paint
- Construction \$67,000
- Specifications \$ 3,000
- Total \$70,214

The department is proposing to paint the Public Works Building for a proposed cost of \$30,000.

**Budget Hearing: Department 1610 (Parks and Recreation)**

- Sealing of Bridge Timber      \$4,200
- Contract Mowing                \$4,097
- Contract Grading               \$7,500

Maintenance of MKT Trail and El Chaparral Park

Department Total                                \$39,271

The department has made a supplemental request of \$500 for vandal resistant trash cans.

**Budget Hearing: Department 6101 (Housekeeping)**

Mr. Mink stated he is proposing to reorganize the housekeeping personnel. This will eliminate contract cleaning and save the department funds that can be used for other items.

The following are supplemental requests the department has made:

- Scrubber Buffer – \$1,100
- Carpet Cleaning Machine (2) – \$690
- Overtime – \$900

The Commissioners and Mr. Mink discussed Proposition 2 funds, department 2041 being all supplemental requests, and the time it takes to develop a major road project.

Mr. Mink thanked Jane Morris and other department staff for working on this budget presentation.

There was no further discussion on these budgets.

The budget hearings adjourned at 3:07 p.m.

Attest:

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Keith Schnarre  
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