

TERM OF COMMISSION: April Session of the April Adjourned Term

PLACE OF MEETING: Roger B. Wilson Boone County Government Center
Room 243

PRESENT WERE: Presiding Commissioner Keith Schnarre
District II Commissioner Skip Elkin
Deputy County Clerk Shawna Victor

The meeting was called to order at 9:30 a.m.

Subject: Purchasing Department

Debbie Crutchfield, Purchasing Department Office Specialist, was present on behalf of these items.

A. Second Reading and Award of Bid 15-23MAR04 (Used Vehicle)

Debbie Crutchfield stated the Sheriff's department and the purchasing department have reviewed the bid received for the above referenced bid. We recommend awarding to Joe Machens Ford for a 2002 Ford Explorer for being the lowest and best bid meeting our minimum requirements. This vehicle is also available for immediate delivery. Total contract amount is \$21,500.00 to be paid from department 2500 account 92400.

Commissioner Elkin moved to award bid 15-23MAR04 for a Used Vehicle to Joe Machens Ford.

Commissioner Schnarre seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 129-2004**

B. Second Reading and Award of Bid 08-16MAR04 (Olivet Road/Richland Road Improvements)

Debbie Crutchfield stated the Public Works Department and Purchasing have reviewed the responses received and we recommend awarding to Steve and Associates, Inc for having the lowest and best bid meeting our minimum specifications. Contract award is for the asphalt option of the base bid with the waterline relocation alternate bid #1. Per the attached email from the Public Water Supply District #9, they have agreed to reimburse the County when the construction is completed for the difference of the waterline base bid and alternate #1 which is \$12,036.22. Contract award is also for Alternate #2 – Asphalt Pavement option for Richland Road. Total contract is \$802,233.72 to be paid from

organization 2045 account 71100. The amount budgeted for this project was \$850,000 for the road construction and \$60,000 for the waterline.

Commissioner Elkin moved to award bid 08-16MAR04 for the Olivet Road/Richland Road Improvements project to Steve and Associates.

Commissioner Schnarre seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 130-2004**

C. First Reading of Request to Dispose of Surplus

Debbie Crutchfield stated the Purchasing department requests approval for disposal of the following list of vehicles through Kirksville Auto Auction under the direction of Jim Cornell.

2001 Ford Crown Victoria (Fixed Asset Tag 13039), 2001 Chevy Impala (Fixed Asset Tag 12916), 2000 Ford Crown Victoria (Fixed Asset Tag 12173), 1998 Mercury Topaz (Fixed Asset Tag 12608), 1997 Oldsmobile Achieva (Fixed Asset Tag 12144), 1985 Ford Tempo (Fixed Asset Tag 6768), and 1985 Chevrolet Ambulance to be transferred to Morgan County (Fixed Asset Tag 11904)

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

A. Second Reading and Public Hearing for Approval of Budget Amendment and Contract with State for Sheriff’s Substation Highway 124/Highway 63

Commissioner Elkin moved to approve the following budget amendment:

DEPARTMENT ACCOUNT AND TITLE	AMOUNT INCREASE
2500-71500: Sheriff Forfeiture Funds – Building Use/Lease	\$1,000.00

Said budget amendment is to establish a budget for the lease of property from the Missouri Department of Transportation for the North Substation of the Boone County Sheriff’s

Department.

Commissioner Schnarre seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 131-2004**

Commissioner Elkin moved to approve the Missouri Highways and Transportation Commission Facility Use Agreement for the Boone County Sheriff's Department Substation to be located at U.S. Highway 63 and Highway 124 in Boone County.

Commissioner Schnarre seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 132-2004**

B. Second Reading and Approval of Request for Purchase of Handguns

Commissioner Elkin moved to approve the request by the Boone County Sheriff's Department to use savings in class 9 of the Proposition L budget for the purchase of 10 Glock Model 22 handguns.

Commissioner Schnarre seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 133-2004**

Subject: Public Works

A. Second Reading and Approval of Consultant Service Agreement with Barr Engineering Company

Commissioner Elkin moved to approve the General Consultant Service Agreement with Barr Engineering Company.

Commissioner Schnarre seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 134-2004**

B. Second Reading and Approval of Dedication of Utility Easements

Commissioner Elkin moved to approve the Grant of Easement for Utility Purposes Exhibit A-1, A-2, and A-3.

Commissioner Schnarre seconded the motion.

There was no discussion and no public comment.

The motion passed 2-0. **Order 135-2004**

Subject: First Reading of Engagement Letter for KPMG Audit Services – FY2003

June Pitchford, Boone County Auditor, was present on behalf of this item.

June Pitchford stated this is a letter of engagement with KPMG for the external audit for FY2003. The fees for this audit will be more than last year due to GASB 34 standards. This audit will cost \$82,000 which was within the amount budgeted for this year. This reflects a 15% increase from the FY2002 audit.

Mrs. Pitchford presented the Commissioners with a letter from Jacqueline Dippel, Partner with KPMG, explaining the increase in the cost.

Mrs. Pitchford noted she contacted the City of Columbia to see what their increase was for their external audit. The City of Columbia's increase in audit fees was approximately 38%. She noted there are differences in way the audit is reported between the City and the County.

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.

Commissioner Reports

There were no Commissioner Reports.

There was no public comment.

The meeting adjourned at 9:49 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