

TERM OF COMMISSION: February Session of the January Adjourned Term

PLACE OF MEETING: Roger B. Wilson Boone County Government Center
Room 301

PRESENT WERE: Presiding Commissioner Daniel K. Atwill
District I Commissioner Karen M. Miller
Prosecuting Attorney Dan Knight
Prosecuting Attorney's Office Administrator Bonnie Adkins
Cindy Garrott
Civil Engineer Dan Haid
Budget Administrator Leasa Quick
Buyer Tyson Boldan
Boone County Auditor June Pitchford
Deputy County Clerk Cameron Clarke

District II Commissioner Skip Elkin was absent.

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

County Clerk

1. Amended Certification of Candidates and authorization of Hospital Trustee of Boone County election (first and second reading)

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby call for an election to be held in said County on Tuesday, the 3rd day of April, 2012, for the purpose of electing one (1) member of the County Hospital Board of Trustees who shall serve for a term of 5 years.

Said Commission hereby adopts the following Notice of Election and Sample Ballot for said election:

STATE OF MISSOURI
COUNTY OF BOONE

Notice is hereby given to the qualified electors of the County of Boone, Missouri, that the County Commission of said County has called for an election to be held on Tuesday, the 3rd day of April, 2012, from and between the hours of six o'clock a.m. and seven o'clock p.m. on said day for the purpose of electing one (1) member of the County Hospital Board of Trustees for a term of 5 years.

The ballot at said election shall be in substantially the following form:

OFFICIAL BALLOT

COUNTY OF BOONE, MISSOURI
Tuesday, April 3, 2012

FOR HOSPITAL TRUSTEE:
(VOTE FOR 1) (5 YEAR TERM)

BOB WAGNER

The Commission further orders the election to be conducted by the Clerk of said County pursuant to the provisions of Chapter 115 RSMo.

Commissioner Miller asked why we're having an election if there is only one person on the ballot.

Deputy County Clerk Cameron Clarke stated it was his understanding that because the election was already called for, it must be held regardless of the number of candidates.

Commissioner Atwill seconded the motion.

The motion carried 2 to 0. **Order # 46-2012**

Prosecuting Attorney

2. Request to Transfer Above Midpoint (first reading)

Prosecuting Attorney Dan Knight was present on behalf of this item. Mr. Knight stated on January 9th, he promoted Tracy Gonzalez to First Assistant Prosecuting Attorney. Mr. Knight stated she replaced Richard Hicks, who made this same salary of \$72,862.40. Mr. Knight stated this is 12.25% above midpoint. Mr. Knight stated he is asking that Ms. Gonzalez be allowed to make this amount. Mr. Knight stated she has quite a bit of prosecutorial experience, including trying murder cases. Mr. Knight stated she is doing a fantastic job so far, and has definitely met his expectations.

Commissioner Miller asked if she has worked the same amount of years as Mr. Hicks.

Mr. Knight stated she has worked more. Mr. Knight stated she has a little less prosecutorial experience, but she worked in the Capital division of the Public Defenders' office. Mr. Knight stated her legal career has been longer.

Commissioner Miller asked if she has worked for Boone County longer than Mr. Hicks.

Mr. Knight stated at the time he requested the same thing for Mr. Hicks, she has more time than he did at the time.

Commissioner Miller stated she just wants to be fair across the board.

Mr. Knight stated she has a few more years with the County than he did.

Bonnie Adkins stated there is no budgetary impact because it was already in the budget for Mr. Hicks.

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

3. Budget amendment to cover negative fund balance in the Prosecuting Attorney's Bad Check Collection Fund (first reading)

Prosecuting Attorney's Office Administrator Bonnie Adkins was present on behalf of this item. Ms. Adkins stated the bad check fund is declining, and fortunately the tax fund can cover that. Ms. Adkins stated we're basically covering one with the other.

Commissioner Atwill stated this is a first reading and requested the Deputy County Clerk to schedule this item for a second reading after the 10 day hold required for budget amendments with an appropriate order for approval.

4. Budget amendment to cover a shortage in class 1 (first reading)

Prosecuting Attorney's Office Administrator Bonnie Adkins was present on behalf of this item. Ms. Adkins stated her office splits salaries for three employees in mid year to correct a negative balance. Ms. Adkins stated they are evening this out, and there is no impact to the general fund at all.

Commissioner Atwill stated this is a first reading and requested the Deputy County Clerk to schedule this item for a second reading after the 10 day hold required for budget amendments with an appropriate order for approval.

5. Request to use emergency funds for witness expenses and transcripts in 1262 Victim Witness, Class 8 (first reading)

Prosecuting Attorney's Office Administrator Bonnie Adkins was present on behalf of this item. Ms. Adkins stated they had expenses for an expert witness during a trial. Ms. Adkins stated they are still negotiating this, but Ms. Ginter in the Auditor's Office said to go ahead and put it in the budget. Ms. Adkins stated they did not know about this expert witness at the time, and they just got the bill last week. Ms. Adkins stated the other is just transcripts that have come up that they don't have enough money in the budget to cover.

Boone County Auditor June Pitchford stated this is coming out of emergency funds. Ms. Pitchford stated they are coming up on the deadline to close out fiscal year 2011. Ms. Pitchford stated they don't know where the negotiations on cost will land, so this will

cover a worst case scenario.

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

Circuit Court

6. Budget revision to move money from class 6 to class 9 for software upgrades (first reading)

Commissioner Miller stated they are going to spend the money on replacement computer software instead of service contracts.

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

7. Domestic Relations Programs for Parents and Children grant (first and second reading)

Cindy Garrott was present on behalf of this item. Ms. Garrott stated this is a grant they have applied for, for three to four years. Ms. Garrott stated there is no County match, and they have applied for \$20,000. Ms. Garrott stated it is for cases through the Domestic Relations Court where parents need supervised visitation. Ms. Garrott stated they contract with Great Circle, and they provide the supervision for the parent and child. Ms. Garrott stated the grant was fairly minimal this year since it's a renewal. Ms. Garrott stated this year they will ask Great Circle to do an income basis for the parents, and have parents pay for part of the visit according to their income.

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the grant application by the Circuit Court for the Domestic Relations Programs for Parents and Children grant.

Commissioner Atwill seconded the motion.

The motion carried 2 to 0. **Order # 47-2012**

8. Budget increase for Phase II of the Alternative Sentencing Center renovations (first reading)

Boone County Auditor June Pitchford was present on behalf of this item. Ms. Pitchford stated her office tried to provide a recap of the funding for the alternative sentencing center on the top of the schedule. Ms. Pitchford stated a total of \$1 million was included for this project in the three year, one-fifth cent, capital improvement sales tax. Ms.

Pitchford stated that consisted of two components: one \$670,000 for land and building acquisition, and \$330,000 for the remodel project. Ms. Pitchford stated the remodel project was actually handled in two phases. Ms. Pitchford stated the first phase cost \$176,262, leaving a balance of \$153,xxx for phase two. Ms. Pitchford stated the project for phase two requires about \$55,000 more than that. Ms. Pitchford stated this is a request for the Commission to approve the revised phase two project budget. Ms. Pitchford stated there is sufficient funding within this fund to cover this because the cost for the Johnson building will be less. Ms. Pitchford because the Commission approved the prior budget at the \$153,000 amount, the Commission must authorize the new level of spending. Ms. Pitchford stated the new budget consists of architectural and engineering fees, construction with a contingency, and owners cost with a contingency for a total of \$208,857.

Commissioner Miller stated they planned to replace the boiler with the energy grant, and that was going to be about \$12,000-\$15,000. Commissioner Miller stated now we're replacing the whole system so we get the energy savings, mostly from air conditioning. Commissioner Miller stated the new HVAC system will open up a lot of space in the basement, which gives the County much more flexibility. Commissioner Miller stated the boiler was 60 years old. Commissioner Miller stated there was some asbestos that had to be removed for \$6,065. Commissioner Miller stated it is just those kinds of things. Commissioner Miller stated they try to keep costs within the budget, but some of these things were unknown.

Ms. Pitchford stated when the estimate of \$1 million was included in the one-fifth cent capital improvement sales tax ballot issues, the \$670,000 was known, but the other amount was not. Ms. Pitchford stated the County was using a very rough estimate because there were no plans or designs at that moment.

Commissioner Miller stated she thinks they did pretty good considering the estimate was a few years ago.

Ms. Pitchford stated this is not a surprise, and that it has now been discussed for several years. Ms. Pitchford stated because the Commission approved a previous budget, a revised budget must be passed.

Commissioner Atwill stated this is a first reading and requested the Deputy County Clerk to schedule this item for a second reading after the 10 day hold required for budget amendments with an appropriate order for approval.

Resource Management

9. Amendment #2 to Consultant Services Agreement for High Point Lane Bridge Replacement (first reading)

Civil Engineer Dan Haid was present on behalf of this item. Mr. Haid stated this amendment is to relocate a water line. Mr. Haid stated this is the design fee to design the relocation of the water line.

Commissioner Miller confirmed it is an additional \$4,788.

Mr. Haid stated yes, they didn't know about it at the time the contract was put together.

Commissioner Atwill asked if this is a reasonable charge.

Mr. Haid stated yes.

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

Sheriff's Department

10. Budget amendment to move 2011 drug related overtime to forfeiture fund from general fund (first reading)

Budget Administrator Leasa Quick was present on behalf of this item. Ms. Quick stated this budget amendment is to move one person's overtime salary from class one general revenue (where he's normally paid from) to the forfeiture fund, so the forfeiture fund absorbs the overtime cost.

Commissioner Miller asked if this is typical.

Ms. Quick stated yes, they do this every year. Ms. Quick stated his normal salary is paid from general revenue because there is no account number set up in the forfeiture fund for salaries and wages, or overtime.

Commissioner Atwill stated this is a first reading and requested the Deputy County Clerk to schedule this item for a second reading after the 10 day hold required for budget amendments with an appropriate order for approval.

Purchasing

11. Bid award to Image Technologies for bid 61-14DEC11 – Photocopier Maintenance: Commission, Recorder, Circuit Clerk (first reading)

Buyer Tyson Boldan was present on behalf of this item. Mr. Boldan read the following memo:

Request for Quote 61-14DEC11 - Photocopier Maintenance closed on December 14,

2011. Four bids were received. Recommendation for award is:

Award to Sumner Group Inc. dba Image Technologies a Division of Datamx

Recorder: Image Technologies will replace their Ricoh Aficio 551 with a Kyocera KM-551 with the same functionality. Maintenance for 2012 for 10,000 copies is \$75.00 with overage billed at \$0.0075/copy. Invoice will be paid from 1160 – Recorder, account 60050 – Equipment Service Contract. \$1,800.00 is budgeted for 2012.

A Request for Disposal form is attached for the Ricoh Aficio 551, asset tag 12943 which is being traded in.

Commission: Maintenance for 2012 for 100,000 copies is \$800.00 with overage billed at \$0.008/copy. Invoice will be paid from 1121 – County Commission, account 60050 – Equipment Service Contract. \$746.00 was budgeted for 2012.

Circuit Clerk/Probate Clerk: Maintenance for 2012 for 75,000 copies is \$488.00 with overage billed at \$0.005/copy. Invoice will be paid from department 1221 – Circuit Clerk, account 60050 – Equipment Service Contract. \$12,000 was budgeted in that account for 2012.

Four one-year optional renewals are also part of the contract.

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

12. Bid award to Bob Barker Company, ICS Jail Supplies, and Charm-Tex for bid 55-21NOV11 – Inmate Detention Supplies (first reading)

Buyer Tyson Boldan was present on behalf of this item. Mr. Boldan read the following memo:

The Bid for Inmate Detention Supplies Term and Supply closed on November 21, 2011. Thirteen bid responses were received. Purchasing and the Sheriff Department recommend award by line item by low bid between Bob Barker Company, Inc., ICS Jail Supplies, and Charm-Tex.

This is a term and supply contract and invoices will be paid from department 1255 – Corrections, 23025 – Resident Supplies, 23026 – Intake / Indigent Supplies, 23027 – Inmate Work / Incentive Supply.

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

13. Contract Amendment #1: 28-24JUN11 - Towing Service (first reading)

Buyer Tyson Boldan was present on behalf of this item. Mr. Boldan read the following memo:

Contract 28-24JUN11 – *Towing Service* with Tiger Towing of Columbia, Missouri was approved in commission on July 26, 2011. The attached amendment adds a No Tow Trip Fee of \$35.00 and dolly of a vehicle when providing a standard tow of \$30.00.

This is a County-wide Term and Supply contract used primarily by Public Works and Sheriff Department.

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

14. Bid Award Recommendation: 01-09JAN12 – Law Enforcement Equipment Term and Supply (first reading)

Buyer Tyson Boldan was present on behalf of this item. Mr. Boldan read the following memo:

The bid for Law Enforcement Equipment Term and Supply closed on January 09, 2012. Two bids were received. Purchasing and the Boone County Sheriff Department recommend award by an “all in one” contract to Alamar Uniforms for offering the lowest and best bid for Boone County.

This is a term and supply contract. Invoices for this contract will be paid from departments 1251 – Sheriff, 1255 - Corrections, 2901 – Sheriff Operations LE Sales Tax, 2902 – Corrections LE Sales Tax, and accounts 23300 – Uniforms, 23050 – Other Supplies, 23850 – Minor Equipment and Tools.

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

15. Amendment #2 – 53-09NOV10 – Regulatory Signs (first reading)

Buyer Tyson Boldan was present on behalf of this item. Mr. Boldan read the following memo:

Contract 53-09NOV10 – Regulatory Signs was approved by commission for award to IBIS Tek, Osburn Associates, Custom Products Corp and J&A Traffic Products on

commission order 16-2011. Amendment #1 was created when IBIS Tek did not wish to renew and the products on their contract were distributed by low bid to the three remaining contracts, approved on commission order 9-2012.

The attached amendment adds some additional signs to the contracts with Custom Products Corp and Osburn Associates.

Invoices from this term and supply contract will be paid from department 2040 – PW Maintenance/Operations, account 26600 – Street/Traffic/Construction Signs. \$75,000 is budgeted for 2012.

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

16. Surplus disposal (first reading)

Buyer Tyson Boldan was present on behalf of this item. Mr. Boldan read the following memo:

The Purchasing Departments requests permission to dispose of the following list of surplus equipment by auction on GovDeals or by destruction of whatever is not suitable for auction.

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

17. Budget amendment to reflect aspects of actual purchase of motorgraders (second reading, first read 1/26/2012)

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the following budget amendment to reflect that the motorgraders being replaced were traded-in, not sold:

Department	Account	Department Name	Account Name	Decrease \$	Increase \$
2040	3835	PW – Maintenance	Sale of county fixed asset	170,000.00	
240	92300	PW – Maintenance	Replacement Mach & Equip	170,000.00	
2040	92300	PW – Maintenance	Replacement Mach & Equip		108,263.00

Commissioner Atwill seconded the motion.

The motion carried 2 to 0. **Order # 48-2012**

Auditor

18. Fiscal and Budget Policies (second reading, first read 1/31/2012)

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approved the attached Fiscal and Budget Policies.

Commissioner Atwill seconded the motion.

The motion carried 2 to 0. **Order # 49-2012**

Juvenile Justice Center

19. Budget revision to purchase a new clothes dryer (second reading, first read 1/31/2012)

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the following budget revision to purchase a new clothes dryer for the Juvenile Justice Center:

Department	Account	Department Name	Account Name	Decrease \$	Increase \$
1242	60200	Juvenile Justice Center	Equipment Repair	499.00	
1242	92300	Juvenile Justice Center	Replacement Mach & Equip		499.00

Commissioner Atwill seconded the motion.

The motion carried 2 to 0. **Order # 50-2012**

Commission

20. Agreement with Rainbow House for Children’s Emergency Shelter (first reading)

Commissioner Miller stated these are all of the contracts through the Community Services Advisory (Item #20-25). Commissioner Miller stated the contract identifies the unit of service and how much we’re buying.

Commissioner Atwill stated this is a first reading and requested the Deputy County Clerk to schedule this item for a second reading at the next available Commission

meeting with an appropriate order for approval.

21. Agreement with Rainbow House for Transitional Living Program (first reading)

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

22. Agreement with Rainbow House for Child Advocacy Center (first reading)

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

23. Agreement with Rainbow House for Teen Emergency Shelter (first reading)

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

24. Agreement with Harrisburg Preschool and Day Care Inc. for Before and After School Program (first reading)

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

25. Agreement with Harrisburg Preschool and Day Care Inc. for a Summer Program (first reading)

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

26. Change the name of the Johnston Paint Building to “Boone County Annex” (first reading)

Commissioner Miller stated it’s very confusing because we have a Johnson, and a Johnston building. Commissioner Miller stated after discussing it with the elected officials and department heads, the comments came back to keep the name short. Commissioner Miller stated this makes sense because it is the annex to the administrative building.

Commissioner Atwill stated this is a first reading and requested the Deputy County Clerk to schedule this item for a second reading at the next available Commission meeting with

an appropriate order for approval.

27. Medical Examiner Services (first reading)

Commissioner Miller stated this is a contract with the University of Missouri for the morgue and autopsies. Commissioner Miller stated this is probably one of the best bargains we have in the County. Commissioner Miller stated they have developed relationships with the other surrounding counties, which helps keep costs down. Commissioner Miller stated it is for \$165,686, plus \$25,000 for related services, but if you figure how many autopsies they do, we're getting a bargain.

Commissioner Atwill asked if there are other extra expenses.

Commissioner Miller stated that's the \$25,000 for all related testing and services. Commissioner Miller stated the University has to pay for anything over \$25,000

Commissioner Atwill confirmed that the County does not have a coroner.

Commissioner Miller stated no, we do not have a coroner.

Commissioner Atwill asked if the medical examiner goes to the scene of the death.

Commissioner Miller stated if necessary, and said that they do have a death examiner that goes to the scene. Commissioner Miller stated if it's unusual enough, the medical examiner will also go.

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

28. Organizational Use of the Boone County Commission Chambers every Monday thru March 12th 2012, from 7 p.m. to 9 p.m., by Central Missouri for Ron Paul (second reading, first read 1/31/2012)

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the organizational use of the Boone County Commission Chambers by Central Missouri for Ron Paul every Monday thru March 12th, 2011 from 7:00 p.m. until 9:00 p.m. for meetings.

Commissioner Atwill seconded the motion.

The motion carried 2 to 0. **Order # 51-2012**

29. Public Comment

30. Commissioner Reports

The meeting adjourned at 10:03 a.m.

Attest:

Daniel K. Atwill
Presiding Commissioner

Wendy S. Noren
Clerk of the County Commission

Karen M. Miller
District I Commissioner

Skip Elkin
District II Commissioner