

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 Commission Daniel Atwill
District I Commissioner Karen Miller
District II Commissioner Janet Thompson
Public Health Specialist Britni Hendren
Director Purchasing Melinda Bobbitt
Auditor June Pitchford
Director Resource Management Stan Shawver
Deputy County Clerk Mike Yaquinto

The meeting was called to order at 1:31 p.m.

Health Department

**1. 1st & 2nd reading; Abatement of a property located at 9705 North Route E, parcel #
11-100-06-02-003.00 01**

Britni Hendren said they received an anonymous complaint on November 6th and investigated the complaint on November 10th. In view were five cars, wrecked and not in driving condition, plus rubbish throughout the front yard.

Upon speaking with Kala and Commissioner Miller about the cars, we were instructed to proceed. A violation letter was issued on November 12th by Certified Mail and signed for on the 18th. A re-inspection was done on December 4th and nothing had changed. A hearing notice was sent to the owner for the meeting today. There has been no contact with the owner. Another inspection of the property was done on December 12th and the property still looked the same.

Commissioner Miller asked if there is an estimate on cleaning up the property.

Ms. Hendren said she has sent an inquiry to the contractor about removing the rubbish and has not heard back. There are five cars and I-70 towing is charging \$50/car for a total of \$250.

Commissioner Atwill asked if there is money in the budget for this kind of charge.

Commissioner Miller said that some clean-up efforts have cost between \$300 and \$400.

Commissioner Miller asked Ms. Hendren if she knows the budget balance.

Ms. Hendren said she did not know but will find out and advise the Commission.

There were no further comments or questions.

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby authorize the Presiding Commissioner to sign the attached Finding of Public Nuisance and Order for Abatement of a public nuisance located at 9705 North Route E, parcel #11-100-06-02-003.00 01.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #582-2014**

Purchasing

2. First reading; Sole Source Approved Vendor List for 2015

Melinda Bobbitt read the following memo:

Purchasing has received requests from departments/offices to renew on-going sole source approvals. We are requesting approval to renew the attached list of sole source vendors for another year, ending on December 31, 2015. The 2015 list of vendors was advertised in the Columbia Missourian and Columbia Tribune on December 9, 2014.

There were no comments or questions.

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 appropriate order for approval.

3. First reading; Contract Amendment Number One to 34-29JUL14 – Vehicle Preventative Maintenance Term & Supply

Melinda Bobbitt read the following memo:

Contract 34-29JUL14- Vehicle Preventative Maintenance was approved in commission on October 6, 2014 by Commission Order 473-2014. The attached Amendment One adds the following pricing item to this contract at the request of the Sheriff's Department:

Item 4.8.7. Maintenance, Cost per Vehicle Per Visit, using 8 Qts of Dexos oil or standard oil.

Jiffy Lube quoted \$43.80 if using Dexos Oil; \$31.44 for standard oil.

Big O Tires quoted \$41.50 is using Dexos Oil; \$31.50 for standard oil.

There were no comments or questions.

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 appropriate order for approval.

4. First reading; Sheriff's Department request for equipment transfer to Cooper County Sheriff

Melinda Bobbitt read the following memo:

The Sheriff Department requests permission to transfer the following equipment to the Cooper County Sheriff's Department

There were no comments or questions.

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 appropriate order for approval.

5. First reading; Bid Award MM66 – Bituminous Materials Term & Supply

Melinda Bobbitt read the following memo:

Request for Bid MM66 for Bituminous Materials closed on November 12, 2014. Three bids were received: Missouri Petroleum Products Co, Vance Brothers, Inc, and Coastal Energy Corporation. Purchasing and Public Works recommend award to all three vendors. County will order each product from the Contractor offering the lowest price during each 4-month term of the contract. Contractors will be allowed to adjust prices

for the renewal terms, provided proof of manufacturer's price increase can be furnished to the County. Proposed price adjustments will be evaluated at each renewal period by the County and City of Columbia to determine if the contract will be renewed or re-bid. If renewed, purchases will be made from low bid, by line item, from the Contractor(s) offering the lowest price by line item.

This Term and Supply contract will be paid out of County department 2040-PW Maintenance Operations, account number 26400-Road Oil with \$480,000 budgeted.

Attached is a copy of the bid tabulation for your review.

There were no comments or questions.

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 appropriate order for approval.

6. Second reading; Contract Amendment Number Three to 24-25APR12 – Tires, Passenger & Patrol Vehicles & Light Duty Trucks (1st read 12-16-14)

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby approve the attached Contract Amendment Number Three to 24-25APR12 – Tires – Passenger and Patrol Vehicles & Light Duty Trucks.

The terms of this amendment are stipulated in the attached Contract Amendment Number Three. It is further ordered the Presiding Commissioner is hereby authorized to sign said Contract Amendment Number Three.

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order #583-2014**

7. Second reading; Bid Award 47-23OCT14 – Records Shredding and Disposal Services (1st read 12-16-14)

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby award bid 47-23OCT14 – Records Shredding and Disposal Services Term & Supply to Data Retention Services, Inc. of Columbia MO.

The terms of the bid award are stipulated in the attached Purchase Agreement. It is further ordered the Presiding Commissioner is hereby authorized to sign said Purchase Agreement.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #584-2014**

Auditor

8. Approval of the Boone County 2015 Budget

June Pitchford said she would like to go over the Schedule of Commission Changes to the 2015 Proposed Budget even though it has already been circulated to the Commissioners. Also, attached to that Schedule of Changes is the updated Budget Summary Schedules.

Ms. Pitchford highlighted the changes as follows:

General Revenue changes:

Re-budget for training & retention incentive for Corrections

Pricing increase for Novell Filr & File Management software
Cabling/cable drops (misc. as needed throughout the year)
Fiber ring upgrade
Utilities for CMEC (minimum utilities)
Grant awarded to host 5K race during Victims Rights Week
Victims' Rights Week 5K race costs
Forum Nature Area Monitoring project

Changes to the Road and Bridge Fund

Data charges for two iPads
Trailer mounted variable message boards
iPads for data collection
Removal of duplicate budget item (pave access road)
Re-budget replacement/upgrade of time keeping system
Reduced reimbursement for Rustic Road Project

Changes to the 911/Emergency Management Sales Tax Fund

Re-budget software for System Analyst Supervisor
Re-budget purchase of telephone for System Analyst Supervisor
Re-budget for PC & monitors for System Analyst Supervisor
Re-budget for software for System Analyst Supervisor

Changes to the Law Enforcement Services Fund

Fiber ring upgrade

Changes to the Facilities & Grounds Fund

Secure & decommission CMEC

Changes to Capital Repairs & Replacements Fund

Physical Security/Access Control System Upgrade for Government Center & Sheriff
Campus

Changes to Capital Repairs & Replacements – Public Works

Re-budget door remodel project at PW North Facility

There were no comments or questions.

Commissioner Thompson moved on this day, the County Commission of Boone County adopts the Boone County operating budget for fiscal year 2015. The adopted budget shall consist of all appropriations included in the Proposed Budget submitted to the County Commission by the County Auditor, subject to the adjustments shown in the attached Schedule of Changes to the Proposed Budget.

Total appropriations are set forth by line item and are summarized as follows:

- 1) by category of expenditure (i.e., class 1, class 2, etc up to and including class 9.);
- 2) by office, department or spending agency; and,
- 3) by fund.

Appropriations may not be exceeded at the class level for a given office, department, or spending agency without approval pursuant to the County's Budget Adjustment Policy. Total appropriations for each fund are set forth in the individual Fund Statements and are published in the County's FY 2015 Budget. The Proposed Budget submitted by the County Auditor, which is hereby incorporated into this appropriation order by reference, contains

detailed documentation and descriptions for each line-item account within each category of expenditure. Appropriations shall be expended only for the purposes that are within the intent of the category in which they are included.

The County Commission approves all employee positions included in the Proposed Budget, adjusted for Commission changes noted in the attached schedule, together with the specified budgeted hours, range, and benefit status for each position. Appropriations for salary and wage *increases* within the Road and Bridge Fund pertaining to employees operating under the Collective Bargaining Agreement (CBA) are contingent upon revision and approval of the CBA.

The County Commission approves appropriations for the specific fixed assets identified in the various fixed asset appropriation accounts and authorizes procurement of the same in accordance with the Budget Adjustment Policy and the County Purchasing Policy adopted by the County Commission.

The County Commission authorizes the County Auditor to re-appropriate unspent FY 2014 grant funds (which may be carried forward into FY 2015 according to the terms of the grant award) upon determination that a remaining balance of the grant award is available for re-budgeting.

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order #585-2014**

Resource Management

9. First reading; Consultant Services Contract with Howe Company, LLC

Stan Shawver said this is a proposal for Consultant Engineering Services with Howe Company to perform a hydraulic analysis and preliminary report on two sites in Boone County; Red Rock Road and Mt. Zion Church Road.

There are large culverts under each road and there is a tendency, when water is up, to collect debris causing a maintenance issue resulting in a clean up operation to restore flow. We have asked Howe Company to evaluate the sites and make some recommendations on different designs that would replace the existing culverts so there is less intensive maintenance involved.

There were no comments or questions.

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 appropriate order for approval.

Commission

10. 1st & 2nd reading; Organizational Use of the Government Center Chambers by the Columbia Farmers Market for January 20, 2015, February 17, 2015 and March 17, 2015

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the Organizational Use of the Government Center Chambers by the Columbia Farmers Market for January 20, 2015, February 17, 2015 and March 17, 2015 from 5:45 p.m. to 9:30 p.m.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #586-2014**

11. First reading; 3rd Quarter Public Safety/Joint Communication Invoice

Commissioner Miller said we have already done the invoice for Emergency Management. This is for Public Safety/Joint Communications.

There were no further comments or questions.

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 appropriate order for approval.

12. Public comment

Debra Sanders said she is here concerning the abatement hearing. She received a notice in the mail.

Commissioner Atwill said that this abatement has already been taken care of earlier in this meeting. The order has been signed and that she will need to work with the Health Department on any resolution.

Commissioner Miller said the property was considered a public nuisance and we have an ordinance that gives the Health Department the authority to act on that nuisance, if it is granted by the Commission to do so. In today's meeting, we gave them that authority to remove the cars and rubbish.

Ms. Sanders said that the house is currently being remodeled and it is not rubbish. The cars have been wrecked, but are licensed. She is trying to get rid of the cars and is waiting on the

State to get her the titles.

Commissioner Miller said that she will need to contact the Health Department as they have the authority to work with her on the problem even after the order has been issued. The contact at the Health Department is Britni Hendren.

There was no further Public Comment

13. Commissioner Reports

None

The meeting adjourned at 1:54 p.m.

Attest:


Wendy S. Noren
Clerk of the County Commission



Daniel K. Atwill
Presiding Commissioner



Karen M. Miller
District I Commissioner



Janet M. Thompson
District II Commissioner