

TERM OF COMMISSION: October Session of the October Adjourned Term

PLACE OF MEETING: Roger B. Wilson Boone County Government Center
Commission Chambers

PRESENT WERE:

Presiding Commissioner Daniel Atwill
District I Commissioner Karen Miller
Director Human Resources Jenna Redel-Reed
Director Purchasing Melinda Bobbitt
Deputy County Clerk Mike Yaquinto

The meeting was called to order at 1:30 p.m.

Purchasing

1. Bid Opening 69-22OCT15 – Antenna and Feedline Installation

The following bids were opened:

Mercury Communications:	\$57,192.00
Wireless USA:	\$23,655.50
Yankee Microwave, Inc.:	\$66,210.00
Western Towers:	\$74,360.00
Spectrum Antenna:	\$35,164.00

Commissioner Atwill thanked those that bid on the project and said the bids will be returned to Purchasing for further evaluation.

2. Bid Opening 63-15OCT15 – Radio Tower Foundation and Site Construction for the Emergency Communication Center

The following bids were opened:

Mercury Communications:	\$84,725.00
Premier Site Services (1):	\$110,075.00
McGilton Construction:	\$90,068.00
Little Dixie Construction:	\$112,707.00
Western Towers:	\$115,720.00
Premier Site Services (2):	\$97,411.00

Commissioner Atwill thanked those that bid on the project and said the bids will be returned to Purchasing for further evaluation.

3. Second reading; Cooperative Contract C215002001 – Voice and Data Cell Phone Service, US Cellular (1st read 10-20-15)

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the utilization of the State of Missouri Cooperative Contract C215002001 – Voice and Data Cell Phone Service with US Cellular of Columbia, MO. This is a County-wide Term and Supply contract in effect through October 31, 2016.

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

Commissioner Atwill seconded the motion.

The motion carried 2 to 0. **Order #502-2015**

4. Second reading; Cooperative Contract C208010002 – IBM Systems and Peripherals, Hardware (1st read 10-20-15)

Commissioner Atwill moved on this day the County Commission of the County of Boone does hereby approve the utilization of the State of Missouri Cooperative Contract C208010002 – IBM Systems and Peripherals with Huber and Associates of Jefferson City, MO.

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

Commissioner Miller seconded the motion.

The motion carried 2 to 0. **Order #503-2015**

Human Resources

5. First reading; Salary Study Phase Two – Classification and Pay Range Changes for Administrative Support Positions

Jenna Redel-Reed said this is a request to adopt the recommendations from PAC regarding phase II of the Salary Study. This started in 2014 with salary updates for county positions. The county had gone 13 years without updating any of the classifications or pay ranges.

Last year was the first step where we unilaterally did a shift of the pay ranges. This year, we are systematically going through each position and updating the job description and

evaluating if that position is on the correct pay range and looking at market data to see if we are competitive in those positions.

In rolling out phase II, we are just looking at the Administrative and Auxiliary Support positions which are a lot of the clerical positions and those positions that help our elected officials' offices run smoothly.

The HR staff took the job descriptions as prepared by each employee and updated those descriptions in our system. We then developed an internal tool to score each position based on complexity of the work, the amount of statutory and regulations they needed to know, the amount of liability the county would have if the job was done incorrectly and some other factors.

The last time this was done, 13 years ago, the county used an outside consultant that placed our positions and gave them names which some of the elected did not agree with so we looked at those and worked on correcting some of those inequities. There were title changes to 15 positions and adjustments to 24 pay ranges. We also updated the 120 job descriptions. The 2016 pay plan will memorialize all the title changes and pay range changes. Once this is approved, it will be rolled out to staff.

The Commissioners thanked Ms. Redel-Reed for the work on this massive task.

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.

Resource Management

6. Second reading; Road & Bridge Improvement Cooperative Agreement, Village of Hartsburg (1st read 10-20-15)

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the attached Road & Bridge Improvement/Repair Cooperative Agreement between Boone County and the Village of Hartsburg regarding the distribution of certain road sales tax and property tax revenues.

It is further ordered the Presiding Commissioner is hereby authorized to sign said Road & Bridge Improvement/Repair Cooperative Contract.

Commissioner Atwill seconded the motion.

The motion carried 2 to 0. **Order #504-2015**

7. Second reading; Release of Security Deposit for Rocky Fork Wastewater Treatment Plant Project (1st read 10-20-15)

Commissioner Atwill moved on this day the County Commission of the County of Boone does hereby release Letter of Credit #0382390-0099 from Central Bank of Boone County, formerly Boone County National Bank, in the amount of \$117,300.00. Said letter was issued on behalf of the Boone County Regional Sewer District for stormwater improvements located at North Rocky Fork Dr., in Columbia, MO. The work has been completed as required. The original Commission Order accepting the Letter of Credit is 338-2013.

Commissioner Miller seconded the motion.

The motion carried 2 to 0. **Order #505-2015**

Commission

8. Public Comment

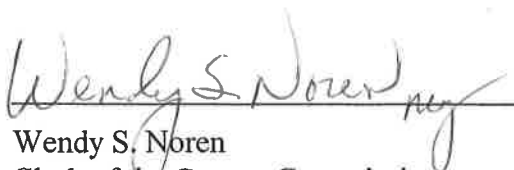
None


9. Commissioner Reports


None

The meeting adjourned at 1:45 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