

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 Daniel Atwill
District I Commissioner Karen Miller
District II Commissioner Janet Thompson
Director Purchasing Melinda Bobbitt
Sheriff Captain Gary German
Auditor June Pitchford
Deputy Court Administrator Cindy Garrett
Deputy County Clerk Mike Yaquinto

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

Purchasing

1. First reading; Cooperative Contract 157/2010 – Ready Mix Concrete & Cement Products

Melinda Bobbitt read the following memo:

Public Works request permission to utilize the City of Columbia cooperative contract *157/2015 – Ready Mix Concrete & Cement Products* with Central Concrete Company of Columbia, MO, Cater-Waters of Columbia, MO and Columbia Ready Mix of Columbia, MO.

These term and supply contracts are in effect through September 30, 2016. Invoices will be paid from department 2040 – PW – Maintenance Operations, account 26000 – Pavement Repairs Material. \$144,117 remains in the account at this time.

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.

2. First reading; Cooperative Contract 6042315 – Security Surveillance Systems and Services

Melinda Bobbitt read the following memo:

Facilities Maintenance requests permission to utilize The Interlocal Purchasing System (TIPS) cooperative contract *6042315 – Security Surveillance Systems and Services* with American Digital Security, LLC of Liberty, Missouri.

The contract period is through April 23, 2018. This contract will be used for the security door access project in 2016. This includes the Mercury hardware to replace the GE control boards. Invoices will be paid from 6200 –Capital Repairs and Replacements.

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. Second reading; NCPA Cooperative Contract 05-13, Auto Parts (1st read 12-15-15)

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the utilization of the National Cooperative Purchasing Alliance (NCPA) Cooperative Contract 05-13 - Auto Parts for a term & supply contract to purchase auto parts from O'Reilly Auto Parts of Springfield, 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 Thompson seconded the motion.

The motion carried 3 to 0. **Order #602-2015**

Auditor

4. Approve 2016 Boone County Budget

June Pitchford said that statute requires any changes to the proposed budget be presented because in the case of large changes, it could change the revenue assumptions and this is a way to be open and transparent. The attachment to the budget, **Schedule of Commission Changes to the 2016 Proposed Budget**, are very nominal changes.

Ms. Pitchford highlighted the changes from the schedule which included minor changes in the General Fund, Road and Bridge Fund, Sheriff Revolving Fund, 911/Emergency management Sales Tax Fund, Law Enforcement Services Fund, Facilities & Grounds Fund, Capital Repairs & Replacements Fund and Capital Repairs & Replacements – Public Works Fund.

There were no comments or questions.

Commissioner Atwill moved on this day, the County Commission of the County of Boone adopts the Boone County operating budget for fiscal year 2016. 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 Commission Changes to the 2016 Proposed Budget** and with final wage and

benefit appropriations for each department calculated using actual salaries in effect as of December 11, 2015 along with all approved range re-classifications having an effective date of January 1, 2016.

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.

Spending may not exceed appropriations 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 fiscal year 2016 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.

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 fiscal year 2015 grant funds (which may be carried forward into fiscal year 2016 according to the terms

of the grant award) upon determination that a remaining balance of the grant award is available for re-budgeting.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #603-2015**

Sheriff's Department

5. First reading; Budget Revision for LETI (Law Enforcement Training Academy) payment

Captain German said this item is related to the next two items as well. During the budget process, we were seeking approval to transfer funds from account 1123 to 1255 for the payment of LETI, Law Enforcement Training Institute, for a corrections officer to attend the academy. As part of that is the acceptance of the hiring policy change that will notate that it is a competitive process and we will only be selecting one candidate a year as staffing and operations allow as to compete for that process.

Also, along with that, is the contract drawn up by county counsel to address the return on investment, so to speak, that the hire work for the county for a period of time, and if not, prorating those costs over a period of time in order to make sure we get a return on investment. The routing process is that it had to be approved by the Human Resources Director and County Counsel and then a Commission Order to release the funds.

Commissioner Miller confirmed that this was in the budget for this year as a contingency, waiting for the policy which will be in place once approved.

Captain German said that is correct.

There were no further comments or questions.

Commissioner Atwill said this item and items 6 and 7 have been covered and stated these are first readings and request the Deputy County Clerk to schedule these items for a second reading at the next available commission meeting with appropriate orders for approval.

6. First reading; Approve Agreement for LETI Training Expense Reimbursement

Refer to #5

7. First reading; Adopt Detention Facility Employee Scholarship Program Policy

Refer to #5

8. First reading; Budget Revision to purchase a mobile forensic laptop using MOICAC funds

Capatin German said this is a request for a budget revision to purchase a laptop for the Cyber Crimes Task Force. This purchase has been approved by the Information Technology Department to make sure that the specifications are okay with the hardware and that we can proceed with the annual additional maintenance costs.

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.

9. First reading; Budget Amendment to cover telephone/internet costs

Captain German said this is a budget amendment to cover the shortage on the telephones. This is actually centered around the sub-stations. In 2014, there was a billing issue and we had not received a number of the bills which led to incorrect budgeting. It was about six months worth of bills. In 2015 it was adjusted down and as a consequence, the budget amendment is now needed.

Commissioner Miller asked if we did use it.

Captain German said we did.

There were no further comments or questions.

Commissioner Atwill said there will be a public hearing and second reading after the mandatory 10 day waiting period for budget amendments.

10. First reading; Approve acceptance of equipment received from the FY2013 Adam Walsh Act grant

Captain German said this is a grant that the Missouri State Highway Patrol received and it is for a Live Scan Station in the lobby of the Sheriff's Department. This allows us to process, more quickly, sex offender registration in the lobby. The value of this equipment is \$30,346. The county will pay the maintenance of \$4,688 in the second year and subsequent years after the first year of free maintenance.

The other item comes from the Highway Patrol who piloted a project looking at and identifying subjects in the field using mobile finger print scanners. The Boone County Sheriff's Department and several other agencies were selected to pilot the project and at the end of the program, Boone County was given the equipment valued at \$1,700. The purpose behind this is accepting the equipment and making sure that we get it on the maintenance plan as well.

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.

13th Judicial Circuit Court

11. 1st & 2nd reading; Approve Agreement for Batterers' Intervention Program

Cindy Garrett said this is a contract with the Family Counseling Center of Missouri for the MEND program through the Department of Public Safety. We were notified on December 3rd that we received the grant for next year. We are still negotiating the award amount. They have requested that we have on file with them the contract with the Family Counseling Center. This contract is the same as 2014 with only the change in the dates. The amount is not to exceed \$207,806 and pays for clients who participate in the MEND program. Clients have to pay a minimum of \$10 depending on their income.

There were no comments or questions.

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby approve the attached **Agreement for Batterers' Intervention Program** between the 13th Judicial Circuit Court and the Family counseling Center of Missouri, Inc.

The terms of the Agreement are stipulated in the attached Agreement. It is further ordered the Presiding Commissioner is hereby authorized to sign said Agreement for Batterers' Intervention Program.

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order #604-2015**

Commission

12. Public Comment

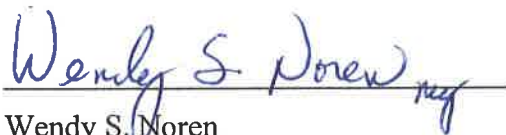
None

13. Commissioner Reports

None

The meeting adjourned at 1:52 p.m.

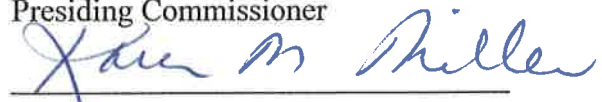
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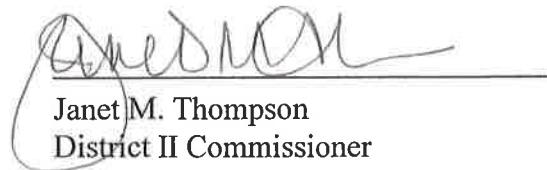
Wendy S. Noren
Clerk of the County Commission



Daniel K. Atwill
Presiding Commissioner



Karen M. Miller
District I Commissioner



Janet M. Thompson
District II Commissioner

