

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 Human Resources Jenna Redel  
Director Purchasing Melinda Bobbitt  
Director Children's Services Kelly Wallis  
Treasurer Tom Darrough  
Assessor Tom Schauwecker  
Deputy County Clerk Mike Yaquinto

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

**Purchasing**

**1. First reading; Sole Source Renewals for 2016**

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, 2016. The 2016 list of vendors was advertised in the Columbia Missourian and Columbia Tribune on December 24, 2015.

Ms. Bobbitt said that the majority of these sole source vendors are for maintenance agreements due to proprietary items.

There were no comments or questions from the Commission.

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 C315117001 – Over the Phone Interpretation Services**

Melinda Bobbitt read the following memo:

The County of Boone requests permission to utilize the State of Missouri cooperative contract C315117001 - Over the Phone Interpretation Services with Worldwide Interpreters Inc. of South Houston, Texas.

This is a County wide Cooperative State of Missouri contract.

Commissioner Miller asked if this was for the court.

Ms. Bobbitt said it was.

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.

**3. Second reading; Partial bid award 25-15JUN15 – Purchase of Service Contracts for Children’s Services Fund (1<sup>st</sup> read 12-29-15)**

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the partial recommendation of bid award 25-15JUN15 – Purchase of Service Contracts for Children’s Services Fund as follows:

The Curators of Missouri on behalf of the Department of Psychiatry  
System Offering Actions for Resilience (SOAR) in Early Childhood  
Contract from date of award through December 31, 2016 with two, optional one-year renewals  
\$238,860.48

Missouri Girl's Town Foundation  
Keeping Kids Safe  
Contract from date of award through December 31, 2016 with two, optional one-year renewals  
\$133,300.00

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

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #627-2015**

**4. Second reading; Partial bid award 26-15JUN15 – Purchase of Service and Pilot Program Contracts – Community Health Fund (1<sup>st</sup> read 12-29-15)**

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby approve the partial recommendation of bid award 25-15JUN15 – Purchase of Service Contracts for the Community Health Fund as follows:

The Food Bank for Central and Northeast Missouri, Inc.  
Central Pantry  
Contract from date of award through December 31, 2016 with two, optional one-year renewals  
\$50,000.00

The Curators of the University of Missouri

Adult Day Scholarship Program for Individuals Living in Boone County

Contract from date of award through December 31, 2016 with two, optional one-year renewals

\$12,000.00

Mary Lee Johnston Community Learning

Lifestyle Habits

Contract from date of award through December 31, 2016 with two, optional one year renewals

\$14,800.00

Cathy D. Richards, Public Administrator of Boone County

Public Administrator's Dental and Eye Care for Adults

Contract from date of award through December 31, 2016 with two, optional one year renewals

\$20,000.00

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

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Orde #628-2015**

**Treasurer**

**5. First reading; 2014 Tax Sale Surplus for C & M bonding, Inc.**

Tom Darrough said this one is different from the others in that it is a company, not an individual, and there was a lot of effort to make sure they were the rightful recipient of these surplus funds. This turned out to be really complicated, but C.J. and others got it right so the money is being returned.

It is worth noting in all these instances, the money being returned are funds that are due and never is the counties money that is returned. This is just a clarification that this is returning money to the rightful recipients within Boone County.

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.

**Assessor**

**6. First reading; Review and approve 2016/2017 Assessment Maintenance Plan**

Tom Schauwecker said that following the 1985 re-assessment, the state passed a maintenance plan. They wanted the assessor to keep valuations current and from that, we have a requirement to have a detailed plan about the resources that are required to make the assessments that the Collector will be taking in for each year, this year, about \$175 million.

The documents before the Commission contain our mission, our goals, the forms we use to

collect the data from the personal property declarations to the business declarations to the sales questionnaires to the list of all the resources, as contained in the approved budget, which is a part of this document. We then project next year's numbers based on that as well. It contains a list of everything we will do, all the tasks and all the people required to do these tasks within the next two years.

Commissioner Miller asked if Mr. Schauwecker can speak to the parcel count.

Mr. Schauwecker said the count is as of January 1, 2015 and that would be the basis for reimbursement. We are getting \$3 a parcel. We used to get \$6.20 a parcel and the assessment fund receives ½ penny of every dollar the Collector collects.

Commissioner Miller asked is the Assessor is fully staffed for this.

Mr. Schauwecker said not at the moment, but it should be remedied by the end of the month.

Commissioner Atwill asked about the total number of parcels.

Mr. Schauwecker said it is about 69,000 for real estate and around 65,000 for personal property.

Commissioner Atwill asked what the count was when we started.

Mr. Schauwecker said it was around 25,000 for personal property and 35,000 for real estate. The assessed value for Boone County in 1989 was \$650 million, today it is \$2.7 billion.

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.

## **Human Resources**

### **7. 1<sup>st</sup> & 2<sup>nd</sup> reading; New Personnel Policy – Holiday Hours Worked**

Jenna Redel said she is bringing forth this recommendation from the Personnel Advisory Committee who met on September 28<sup>th</sup>. There has been an on-going discussion about changes to the county wide policy with regard to paying an employee who works “Family Holidays.”

“Family Holiday” is a term that started under our collective bargaining agreement with Public Works and it is essentially a sub-division of the 13 county wide holidays and these “Family Holidays” would include New Years Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas.

The PAC has recommended a county policy change so people who have to work these “Family Holidays” are paid at time and a half. They still get the holiday pay for the holiday but when they are actually working for the county, they get the time and a half as well. This will be an addition to our Personnel Policy and will be numbered 2.4 and contain this information.

There were no comments or questions.

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby adopt the recommendation of the Personnel Advisory Committee to add Personnel Policy 2.4 Holiday Hours Worked as described in the attached document.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #629-2015**

### **Community Children's Services**

#### **8. 1<sup>st</sup> & 2<sup>nd</sup> reading; Approve agreement between Boone County and True North of Columbia**

Kelly Wallis said this agreement is in regard to the funds collected by the county pursuant to state statute to collect a certain portion of court fees to fund shelters for victims of domestic violence. The statute also prescribes when to release a notice of funding availability which was done on September 1, 2015.

Only one organization applied for these funds, True North, who is currently under contract for the same funding. They continue to meet all the minimum eligibility requirements and we recommend entering into another agreement with True North for funding for shelters for victims of domestic violence.

Commissioner Mille asked if this is the only organization in the county.

Ms. Wallis said it is the only one that meets the minimum eligibility requirements.

There were no further comments or questions.

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby approve the attached agreement between Boone County and True North of Columbia, 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.

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order #630-2015**

## **Resource Management**

### **9. Second reading; Consultant Services Agreement with Terracon Consultants for Geotechnical Services (1<sup>st</sup> read 12-29-15)**

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve the attached Consulting Services agreement with Terracon Consultants, Inc for Geotechnical services for Shalimar Drive and Alfalfa Drive/Bulrush Drive.

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

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #631-2015**

## **Commission**

### **10. Public Comment**

None

11. Commission Reports

None

The meeting adjourned at 1:49 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