

TERM OF COMMISSION: April Session of the April Adjourned Term

PLACE OF MEETING: Roger B. Wilson Boone County Government Center  
Conference Room 338

PRESENT WERE: District I Commissioner Karen Miller  
Acting Presiding Commissioner Janet Thompson  
Collector Brian McCollum  
Director Resource Management Stan Shawver  
Director Purchasing Melinda Bobbitt  
County Counselor C. J. Dykhouse  
Deputy County Clerk Mike Yaquinto

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

### **New Adjourned Term**

#### **Purchasing**

#### **1. First reading; Sole Source Renewal 29-123103 – SI-300 System Software Maintenance Agreement**

Melinda Bobbitt read the following memo:

Attached for signature and approval is a renewal agreement for the Sheriff Department for their SI-3000 System (Mugshot) Software Maintenance Agreement. Cost of maintenance for 2016 is \$10,007.64 and will be paid from 2902 – Corrections – LE Sales Tax, 70050 – Software Service Contract. \$10,010 was budgeted for 2016.

This system was originally purchased in 1994. The annual maintenance agreement insures critical upgrades and online technical support for the mugshot system. PTS Solutions, Inc. of Harrisonburg, LA is the proprietary vendor to provide this maintenance. This maintenance was previously approved as a sole source purchase, sole source # 29-123103.

There were no comments or questions.

Commissioner Thompson 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.

**Collector**

**2. First reading; Consultant Services Agreement with A Civil Group for research and drafting for 2016 delinquent Tax Sale**

Brian McCollum said this is in support of our annual tax sale preparation process where we have a contract with A Civil Group to help draft and make clear the legal descriptions on parcels that may be difficult to determine based on the recorded deed. We use this in our notification and advertising process, usually when there are a lot of exceptions on a piece of property and we are trying to parcel out exactly what property will be subject to be sold. Also, if the legal description on the deed was more than one parcel, we would need to split out that piece so we can identify what would be for sale if it came to that. This will be the sixth year for this process. It is used on a case by case basis.

Commissioner Miller asked how many of these occur in a year.

Mr. McCollum said we did three last year and usually no more than 10 in one year.

There were no further comments or questions.

Commissioner Thompson 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; Approve 2010 tax bills stricken from the tax rolls**

Brian McCollum said this is an annual process and these 2010 tax bills, after much due diligence, we could not locate the owner or find any bankruptcy or court proceedings or that the property has been purchased by a tax exempt entity after January 1 of the tax year.

One thing you may have noticed or which stands out from prior years is the tax exempt acquisitions. We have identified over \$235,000 which are the Colt and Peabody properties which came off the rolls in 2010. The actual amount of personal property taxes we are removing is \$76,356 which is .3% of what we bill, so we are at a high collection rate of 99.7%.

Commissioner Miller noted that tax sales are huge in some areas of the state.

Mr. McCollum said that 20 parcels a year would be huge for us.

Commissioner Thompson noted that some areas of the state have hundreds.

Commissioner Miller said the low numbers here are attributed to the process in place.

There were no further comments or questions.

Commissioner Thompson 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**

- 4. 1<sup>st</sup> & 2<sup>nd</sup> reading; Findings of Fact, Conclusions of Law - Petition submitted by the Bradley and Abigail Baker for permission to vacate and re-plat Lots 118B and 118C of Gateway South Plat No. 7-A as shown in Plat Book 49, Page 16 of Boone County Records.**

Stan Shawver said this is the formal Findings of Fact and Conclusions of Law following the hearing on March 29<sup>th</sup>. This is in relation to the Baker's removing the line between lots 118B and 118C. Following the public hearing, there was no testimony to indicate that vacating and re-platting these lots would adversely affect the character of the neighborhood, traffic conditions, circulation, the property location, alignment and improvement of streets and roads within and adjacent to the subdivision, property values within the subdivision, public utility facilities and services, and will not generally adversely affect the health, welfare, or safety of persons owning or possession real estate within the subdivision to be vacated or surrounding real estate.

There were no comments or questions.

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby adopt the Findings of Fact and Conclusions of Law relative to a petition submitted by Bradley and Abigail Baker for permission to vacate and re-plat Lots 118B and 118C of Gateway South Plat No. 7-A as shown in Plat Book 49, Page 16 of Boone County Records.

Commissioner Thompson seconded the motion.

The motion carried 2 to 0.

**5. 1<sup>st</sup> & 2<sup>nd</sup> reading; Findings of Fact, Conclusions of Law - Request by Annice Cone to operate an animal grooming service with incidental kenneling on 2.7 acres located at 3650 E Hidden Ln. Hartsburg.**

Stan Shawver said this formalizes the permit for the animal grooming on Hidden Lane. Following the public hearing on March 29<sup>th</sup>, several conditions accompanied this permit, specifically, that the number of animals served on site be limited to 6 per day, that no animals

be kept overnight and that hours of operation run no later than 6 p.m. Following the public hearing, there was no testimony that they could not comply to these conditions.

There were no comments or questions.

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby adopt the Findings of Fact and Conclusions of Law relative to a conditional use permit for Annice Cone to operate an animal grooming service with incidental kenneling on 2.7 acres located at 3650 E Hidden Lane, Hartsburg.

It is furthered ordered the Acting Presiding Commissioner is authorized to sign said Findings of Fact and Conclusions of Law Order of Approval.

Commissioner Miller seconded the motion.

The motion carried 2 to 0. **Order #166-2016**

## **County Counselor**

### **6. First reading; Extension Lease Agreement with UPS**

C. J. Dykhouse said that currently there is a RFP outstanding with relation to the Central Missouri Events Center and we currently have an existing tenant, UPS, which stores trailers in a specific area of the CMEC for \$850 month. They have approached me about extending this while the RFP is on-going while they do intend to respond to the RFP. This will extend by three months and provide the county with \$2,550 of additional revenue. They have also provided the insurance certificate in anticipation of approval.

There were no comments or questions.

Commissioner Thompson 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.

**Sheriff's Department**

**7. Public hearing and second reading; Budget Amendment to establish an expenditure account for mid grant additional award for radar units and lighting system (1<sup>st</sup> read 3-24-16)**

Commissioner Thompson opened the public hearing and asked if there is anyone present that would like to speak on this budget amendment. There were no speakers and Commissioner Thompson closed the public hearing.

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby acknowledge the following budget amendment from the Sheriff's Department to establish an expenditure account for a mid grant additional award for radar units and lighting system.

Department	Account	Department Name	Account Name	Decrease \$	Increase \$
1251	3411	Sheriff	Federal Grant Reimburse		13,730
1251	91300	Sheriff	Equipment		8,730
1251	92300	Sheriff	Repl Mach & Equip		5,000
					27,460

Commissioner Thompson seconded the motion.

The motion carried 2 to 0. **Order #167-2016**

**Prosecuting Attorney****8. Public hearing and second reading; Budget Amendment to establish budget for VOCA grant, April 1 – December 31, 2016 (1<sup>st</sup> read 3-22-16)**

Commissioner Thompson opened the public hearing and asked if there is anyone present that would like to speak on this budget amendment. There were no speakers and Commissioner Thompson closed the public hearing.

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby acknowledge the following budget amendment from the Prosecuting Attorney to establish a budget for the VOCA Grant for the period of 4/1/16 to 12/31/16.

Department	Account	Department Name	Account Name	Decrease \$	Increase \$
1262	3411	Victim Witness	Federal Grant Reimburse		72,229
1262	10100	Victim Witness	Salary & Wages		31,403
1262	10200	Victim Witness	FICA		2,403
1262	10300	Victim Witness	Health Insurance		4,365
1262	10325	Victim Witness	Disability Insurance		119
1262	10350	Victim Witness	Life Insurance		36
1262	10375	Victim Witness	Dental Insurance		280
1262	10400	Victim Witness	Workers Comp		44
1262	10500	Victim Witness	401A Match		475
1262	91301	Victim Witness	Computer Hardware		3,375
1262	91302	Victim Witness	Computer Software		841
					115,570

Commissioner Miller seconded the motion.





Commissioner Miller seconded the motion.

The motion carried 2 to 0. **Order #170-2016**

**11. Public Comment**

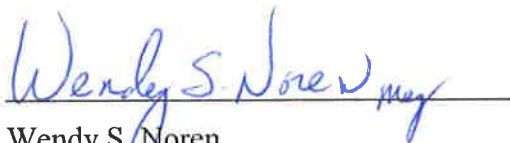
None

**12. Commissioner Reports**

None

The meeting adjourned at 9:47 a.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

