

- TERM OF COMMISSION: December Session of the October Adjourned Term
- PLACE OF MEETING: Roger B. Wilson Boone County Government Center  
Chambers
- PRESENT WERE: Presiding Commissioner Dan Atwill  
District I Commissioner Karen Miller  
District II Commissioner Janet Thompson  
Director Purchasing Melinda Bobbitt  
Director Human Resources Jenna Redel  
County Clerk Wendy Noren  
Deputy County Clerk Mike Yaquinto

The meeting was called to order at 9:32 a.m.

**Purchasing**

- 1. Bid Opening and first reading; 53-20DEC16 – SSI/SSDI Outreach, Access and Recovery (SOAR) – Boone County Community Health Fund**

Melinda Bobbit said we received only one bid.

Commissioner Atwill noted the one bid and said that Purchasing will review for a final determination.

- 2. First reading; Bid Award 50-30NOV16 – Inmate uniforms Term and Supply**

Melinda Bobbitt read the following memo:

The Bid for Inmate Uniforms – Term and Supply closed on November 30<sup>th</sup>, 2016. Five bids were received. Purchasing and the Sheriff's department recommend award as follows:

Bob Barker was selected for the best quality and being low bid on all sections combined – award all sections to Bob Barker.

Inmate Jumpsuits (4.8.1. – 4.8.10.)

Institutional Trousers (4.8.12. – 4.8.21.);

Institutional V-Neck Black & White (4.8.23. – 4.8.32.);

Institutional Trousers White (4.8.35. – 4.8.44.);

Institutional V-Neck White (4.8.46. – 4.8.55.);

Institutional Trousers Green (4.8.58 – 4.8.67.);

Institutional V-Neck Green (4.8.69. – 4.8.78.).

Term and Supply contract invoices will be paid from department 1255 – Corrections, account 23025 – Resident Supplies.

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.

**3. Second reading; Sole Source Approval 135-123116SS – Informer License Agreement (1<sup>st</sup> read 12-15-16)**

Commissioner Miller moved on this day the County Commission of the County of Boone does hereby approve Sole Source Contract 135-123116SS – Informer License Agreement with Entrinsik, Inc. of Raleigh, NC.

It is further ordered the Presiding Commissioner is hereby authorized to sign said Sole Source Fact Sheet and Entrinsik Informer License Agreement.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #583-2016**

**4. Second reading; Bid Award 47-28NOV16 – Custodial Services Term and Supply  
(1<sup>st</sup> read 12-15-16)**

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby award bid 47-28NOV16 – Custodial Services Term and Supply to Classic Cleaning and Remodeling, LLC of Columbia, MO.

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 for Custodial Services Term and Supply.

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order #584-2016**

**Health Department**

**5. 1<sup>st</sup> & 2<sup>nd</sup> reading; Abatement of a property located at 2753 W. Mill Creek Terrace,  
parcel #16-800-34-02-001.00 01**

There was no representation from the Health Department or the property in question. The Commissioners reviewed the documents and the reason for the abatement. All Commissioners agreed that the front porch of this property needed to be cleaned up.

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 2753 W. Mill Creek Terrace, parcel #16-800-34-02-001 00 01

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #585-2016**

At this point, the owner of the property, Mrs. O'Keefe entered the Chambers. Commissioner Atwill asked Mrs. O'Keefe if she would like to address the Commission on the issue of the abatement and that the County has already moved to have an order issued that would result in a clean-up of the property.

Mrs. O'Keefe said she has much less clean-up than before and just wants to put things away in their proper place. She is asking for an extension as she has a large front porch and many others have a large back porch. The weather has not allowed her to clean up as she would like. It is a matter of putting things away. She already has a dumpster due to repair of some damaged drywall and can use this for anything that is not needed.

Commissioner Atwill said we have signed the order and a member of the Health Department will work with you and if you can accomplish what needs to be done, that person will assist you. If you can't do it, they will be authorized to proceed independently to resolve the abatement.

Mrs. O'Keefe said she has fallen three times in the past 10 days and she is not as strong as she used to be. She has been working on this, but needs more time.

Commissioner Atwill said we all wish you the best and you will be contacted by a County employee who will assist to the limit of their ability and the limit of the county's authority. We hope that will work out to your advantage.

Commissioner Thompson asked if she has ever contacted Services for Independent Living (SIL) as they might be very helpful in this instance.

Mrs. O'Keefe says she has problems with fatigue and then it goes away and she gets things done.

Commissioner Atwill said he has just contacted the Health Department and they are sending someone over right now and asked Mrs. O'Keefe to please take a seat and they will be here for her to talk with them.

#### **County Clerk**

#### **6. 1<sup>st</sup> & 2<sup>nd</sup> reading; Adoption of the amended and re-stated Cafeteria Documents**

Wendy Noren said after reviewing the final amortization of the payroll piece of the HSA along with the IRS regulations, the employee contribution within payroll deductions to this HSA is not pre-taxed unless you incorporate the HSA deductions into our cafeteria plan document. ASI has prepared the necessary amendments to our plan document and we need to have this in place by January 1, 2017.

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 amended and restated Plan Document for the Cafeteria Plan for the Employees of Boone County effective January 1, 2017.

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order #586-2016**

## **Human Resources**

### **7. First reading; Approval of Automated PAF Process Protocol**

Jenna Redel said this request is to issue an order that pre-authorizes the Treasurer and Auditor to appoint staff as authorized for their offices in the annual appropriation order in accordance with the specific positions approved in the annual budget and the established hiring policies of the county.

There are two statutes, 54.230 RSMo and 55.100 RSMo, both which require the County Commission approval for appointments to these two offices. We traditionally do this through the budget process and we are trying to move to an automated PAF system and the mechanics require we have an order in place to do that.

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.

### **8. First reading; Corrected 2017 Pay Plan**

Jenna Redel said we attached a copy of the 2017 Pay Plan to the original Commission Order adopting the Pay Plan. That was several months ago and since then, there have been several tweaks to the Pay Plan.

The court had two positons that they wanted moved down in the pay range cycling for internal equity issues. There is a GIS 1 and GIS 2 position and the GIS 1 was listed on the original plan, but the GIS 2 was omitted. That has now been added. Also, the Cartographer position in the Assessor’s office has been tagged to that position 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**

**9. Public Hearing and second reading; Budget Amendment to increase revenue and expenditure for Foster Court Improvement JCIP sub grant award (1<sup>st</sup> read 12-6-16)**

Commissioner Atwill 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 Atwill 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 13<sup>th</sup> Judicial Circuit Court to increase revenue and expenditures for the Fostering Court Improvement JCIP Sub-Grant for the period 11/15/16 to 12/31/16.

Department	Account	Department Name	Account Name	Decrease \$	Increase \$
1243	3451	Judicial Grants	State Reimbursement		225
1243	37230	Judicial Grants	Meals		225

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #587-2016**

**Joint Communications**

**10. Second reading; First Amendment to Tower Space Lease Agreement (1<sup>st</sup> read 12-15-16)**

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby approve the attached First Amendment to the Tower Space Lease Agreement.

The terms of the amendment are stipulated in the attached Amendment. It is further ordered the Presiding Commissioner is hereby authorized to sign said First Amendment to the Tower Space Lease Agreement.

Commissioner Miller seconded the motion.

The motion carried 3 to 0. **Order #588-2016**

**Commission**

**11. Public Comment**

None

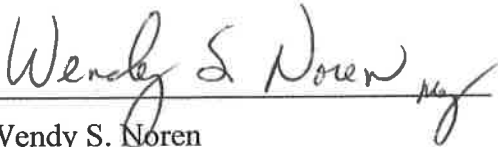


**12. Commissioner Reports**

Commissioner Thompson said she attended the retirement party in Jefferson City for Bill Thompson who has been the clerk of the Supreme Court. There is only one judge in the entire state of Missouri that has more tenure in the judicial branch than Bill.

The meeting adjourned at 9:57 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

