

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 Fred Parry  
District II Commissioner Janet Thompson  
Auditor June Pitchford  
Director Human Resources Jenna Redel  
Environmental Public Health Specialist Garth Baker  
Deputy County Clerk Michelle Thompson

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

**Proclamation**

- 1. Proclamation Promoting Investments in Young Children & Families from Prenatal to Three**

Commissioner Thompson read the following proclamation:

*Whereas*, the most rapid period of brain development occurs within the first years of life from birth to age three, building the foundation for all future learning, behavior and health; and

*Whereas*, toddlers receiving what their growing brains need become healthy children who are confident, empathetic and ready for school and life; and

*Whereas*, many families are not connected to networks or early childhood supports that can offer guidance and confidence to navigate the earliest months and years of their children's lives; and

*Whereas*, parents are a child’s first and most important caregivers and play the lead role in their child’s healthy development; at the same time, communities and governments can also effectively provide families with an array of comprehensive support at this especially critical time; and

*Whereas*, counties routinely provide an array of programs and services to an estimated 16 million children ages birth to three in the United States; and

*Whereas*, in 2016, about 35 percent of counties had more than a quarter of all children living in poverty; and

*Whereas*, programs and policies that support healthy development from birth to age three result in better social, economic and health outcomes and build a more productive workforce that strengthens our economy now and in the future; and

*Whereas*, research shows that when we invest in the first three years of a child’s life, the returns for the community are the highest, and we can reduce the need for more expensive interventions later; and

*Whereas*, Boone County and all counties take pride in our responsibility to protect and enhance the health, welfare and safety of residents in cost-effective ways—especially for the most vulnerable community members in our area; and

*Whereas*, the National Association of Counties (NACo) and other national organizations joined the National Collaborative for Infants and Toddlers (NCIT), a project of the Pritzker Children’s Initiative (PCI), in a groundbreaking partnership to work with communities and states across the country to focus on early childhood development for young children from birth to three.

*Therefore*, we do hereby recognize the importance of prioritizing and investing in prenatal-to-three efforts that promote a healthy start at birth, support for families with infants and toddlers, high-quality care and learning environments, and utilization of the resources available through NACo and the NCIT.

Commissioner Parry moved on this day the County Commission of the County of Boone does hereby recognize the efforts done through the partnership between Boone County and the Cradle to Career Alliance that has brought to light the importance of prioritizing and investing in prenatal-to-three efforts that promote a healthy start at birth, support for families with infants and toddlers, high-quality care and learning environments, and utilization of the resources available through NACo and the NCIT.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #534-2018**

Crystal Kroner said she is very honored and excited that they were asked to partner with the County to apply for the Pritzker Grant. A lot of the research they have come up within the last year or so, that has been based on research long before that, shows that if you invest in children's wellbeing and families' wellbeing very early on, that it has a very high return on investment. It is such a critical time to be focused on interventions for the little ones.

Therefore, they are going to be creating a seamless, coordinated, and continuous support both for toddlers and prenatal. The goal would be to increase Kindergarten readiness, both social and emotional, as well as focusing on other health issues.

Commissioner Atwill said Boone County is very proud of what the Cradle to Career Alliance does.

**Auditor**

**2. Public Hearing; 2019 Proposed Budget**

June Pitchford explained this is the last of three public hearings on the 2019 proposed budget. There is no requirement for the slew of work sessions that the County conducts here, and that has been factored into the budget process. There were numerous budget work sessions involving all three Commissioners, department directors, and elected officials leading up to the budget that was presented to the Commission.

Commissioner Parry complimented June Pitchford on the process. He had attended 37 different meetings about the budget and it is a very thorough process.

June Pitchford said it is very important that the County Commissioners are involved. The Commission makes a huge contribution to the budget process in attending all of those meetings; that doesn't happen in every county.

Commissioner Parry said it has been a collaborative process since day one with all the stakeholders involved. It is a good process and something the County should be very proud of.

Commissioner Thompson thanked June Pitchford and her staff for all the hours put into working on this budget.

Commissioner Atwill wanted to echo the comments made by Commissioner Thompson and Commissioner Parry, stating that the Commission is aware that thousands of hours get invested in this process every year. That is why the Auditor's Office has received recognition from a national organization, for the high quality of budget work the office does. That is also why June Pitchford is one of the leading, if not the best, auditor in county government in the state of Missouri. The County is very fortunate to have her and her staff.

There were no more comments or questions from the Commission.

Commissioner Atwill opened the public hearing.

There was no one present from the public to speak on this item.

Commissioner Atwill closed the public hearing.

### **Health Department**

#### **3. First & Second Reading; Abatement of property located at 4312-4314 W Bethany Dr, parcel #16-712-29-02-042.00 01**

Garth Baker explained a complaint was received on October 10<sup>th</sup>. These photos show two piles of trash in front of both driveways on the property. A notice was sent, received, and signed for but no action has been taken by the owner or occupants.

Commissioner Thompson asked if the vehicle parked in the driveway is in working condition.

Garth Baker said it looks functional. There was a bid of \$90 to remove the trash.

There were no more comments or questions from the Commission.

Commissioner Atwill 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 4312-4314 W Bethany Drive, parcel #16-712-29-02-042.00 01.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #535-2018**

**4. First & Second Reading; Abatement of property located at 4316-4318 W Bethany Dr, parcel #16-712-29-02-041.00 01**

Garth Baker explained a complaint was received on October 10<sup>th</sup>. The notice has been received and signed for, but no action has been taken. Each time he went by for inspection, there seemed to be a new pile of trash each time. So, it seems to be an ongoing process of different trash being put out in the front yard.

There were no comments or questions from the Commission.

Commissioner Thompson 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 4316-4318 W Bethany Drive, parcel #16-712-29-02-041.00 01.

Commissioner Parry seconded the motion.

The motion carried 3 to 0. **Order #536-2018**

**5. First & Second Reading; Abatement of property located at 3563-3565 S Scott Blvd, parcel #16-712-29-02-045.00 01**

Garth Baker explained a complaint was received on October 10<sup>th</sup>. There is a black Nissan Frontier on blocks that has a jack underneath it. A notice has been received and signed for, but no action has been taken. On November 26<sup>th</sup> the owner made contact and explained the

tenant will be moving out by the end of the month, so the vehicles should be gone by then. The van in the picture also looks to have a very low tire, so that would likely need to be addressed, as well as to take care of the truck. Again, it should be addressed by the end of the month as the tenant is leaving the property.

There were no comments or questions from the Commission.

Commissioner Thompson 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 3563-3565 S Scott Blvd, parcel #16-712-29-02-045.00 01.

Commissioner Parry seconded the motion.

The motion carried 3 to 0. **Order #537-2018**

**6. First & Second Reading; Abatement of property located at 2141 W Sycamore Hills Rd, parcel #11-504-22-02-019.00 01**

Garth Baker explained the complaint for this one was received back on September 5<sup>th</sup>. On September 12<sup>th</sup>, a notice was sent. The owner never signed for the notice, so a posting was made in the Tribune. Nothing has changed since the initial inspection that was done on September 5<sup>th</sup>. On December 5<sup>th</sup>, the owner made contact and asked for an extension. They are willing to work with the owner on this.

There were no comments or questions from the Commission.

Commissioner Parry 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 2141 W Sycamore Hills Road, parcel #11-504-22-02-019.00 01.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #538-2018**

### **Human Resources**

#### **7. First & Second Reading; Request to rescind Commission Order 512-2018 & declare December 24, 2018 an 8-hour County Holiday**

Jenna Redel said on November 20<sup>th</sup> a Commission Order was made declaring December 24, 2018 a half-day holiday. However, the Governor recently made this an 8-hour holiday for state employees. In 2017, the County adopted a holiday order for the year stating that any holidays adopted by the office of the Governor would automatically be adopted by the County as well. So, through that, the County already has an 8-hour holiday for December 24, 2018. Now, the order just made for the half-day holiday needs to be rescinded. There is also some language included in this order that would clarify what would happen if an employee is scheduled for that day, such as out at Joint Communications, if they call in sick. They would still need to use sick time to cover those hours, per Chad Martin's request. The seasonal employees in the Collector's Office are not benefited, so normally they would not receive holiday pay, but they would be scheduled for that time as this is the busy season for that office. Therefore, the Collector has asked that there be a specific designation that those seasonal employees will also get paid 8 hours for that day.

There were no comments or questions from the Commission.

Commissioner Atwill moved on this day the County Commission of the County of Boone

does hereby rescind Commission Order 512-2018 and replaces it with the following:

In accordance with Commission Order 512-2017, which declares that Boone County will follow the Governor's Office designation of State Holidays, December 24, 2018 will be a County holiday. Holiday pay on December 24, 2018 for full-time employees will be eight (8) hours of regular pay. Holiday pay on December 24, 2018 for part-time employees will be computed as follows:

<u>Number of budgeted hours for position year</u>	<b>X 8 hours X hourly rate of pay</b>
2080 hours	

If a benefited employee works on December 24, 2018, she/he will receive both their allotment of holiday pay and compensation for actual hours worked.

In order to receive holiday pay on December 24, 2018, an employee must be an active County employee the workday immediately before and the workday immediately following December 24, 2018.

If December 24, 2018 falls within an employee's scheduled vacation leave, the holiday hours awarded for that day will be used in lieu of vacation leave. If an employee is scheduled to work on December 24, 2018 and calls in sick, that employee must use accrued sick leave for the hours missed.

Seasonal employees in the Collector's Office will receive compensation for the number of hours they would ordinarily be scheduled for on December 24, 2018 to a maximum of 8 hours.

Commissioner Parry seconded the motion.

The motion carried 3 to 0. **Order #539-2018**

**8. First & Second Reading; Recommendation to amend County Policy 3.7 to allow for employees at the top of the pay ranges to be included in the 2019 merit pool calculation**

Jenna Redel explained that PAC had a meeting on Monday discussing the pay range adjustment for 2019. There was a motion before PAC to request of Commission to allow employees at the top of the pay ranges to be included in the merit pool calculation for 2019.

There were no comments or questions from Commission.

Commissioner Parry moved on this day the County Commission of the County of Boone does hereby accept the recommendation from the Personnel Advisory Committee and temporarily modifies County Policy 3.7 as follows:

The County Commission may appropriate funds in the annual budget for salary adjustments. The salaries of employees who are being compensated at a rate that is higher than the top of their identified salary range will be included in the merit pool calculation for the employees' respective offices or departments for budget years 2019 and 2020. After that time, employees with pay rates at or above the top of their assigned range will not be included in the merit pool calculation of the employees' respective offices or departments. In general, there are two (2) categories of salary adjustments:

1. Merit Increase: This increase is allocated by the Administrative Authority from funds authorized by the County Commission and is based upon employees' documented meritorious performance. Increases may vary from employee to employee depending upon performance levels. Appointing authorities may award a merit increase to an employee who is being compensated at a rate higher than the top of their identified salary range.
2. Biennial Adjustment: Every two years, in odd numbered years beginning in 2017, the

County will evaluate its pay ranges to determine if an increase is warranted due to inflation and/or other factors which impact the market competitiveness of the County's pay ranges. The Human Resources Department will review the Consumer Price Index as certified by the Missouri State Tax Commission to measure inflation since the last time pay ranges were adjusted and report that information to the County Commission. The Commission will make a determination of whether, and to what extent, to adjust pay ranges. Subject to availability of funding and approval, the County will increase the minimum and maximum rate of pay for each range at a uniform rate.

An employee whose rate of pay is below the adjusted minimum for their position will receive a pay increase up to the adjusted minimum, effective on the date the ranges are adjusted.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #540-2018**

### **Joint Communications**

#### **9. Second Reading; Tower Site Lease Agreement: State of Missouri (1<sup>st</sup> read 12-4-18)**

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby approve the attached Lease Agreement for Lease No. 02611668 between Boone County and the State of Missouri for the purpose of placing communications equipment for an emergency dispatch center at property owned by the State of Missouri.

Terms of agreement are stipulated in the attached Lease Agreement. It is further ordered the Presiding Commissioner is hereby authorized to sign said Lease Agreement.

Commissioner Parry seconded the motion.

The motion carried 3 to 0. **Order #541-2018**

**Purchasing**

**10. Second Reading; Contract Amendment One: 08-01MAR16 – On-Line Computer Legal & General Research Services (1<sup>st</sup> read 12-4-18)**

Commissioner Parry moved on this day the County Commission of the County of Boone does hereby approve the attached Contract Amendment Number One for Contract #08-01MAR16 – On-Line Computer Legal and General Research Services to allow an upgrade in service along with addition of one user for the Prosecuting Attorney’s Office.

The terms of the amendment are stipulated in the attached Amendment. It is further ordered the Presiding Commissioner is hereby authorized to sign said Contract Amendment Number One.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #542-2018**

**11. Second Reading; CC160735002 – Law Enforcement and Public Safety Supplies – Term & Supply (1<sup>st</sup> read 12-4-18)**

Commissioner Parry moved on this day the County Commission of the County of Boone does hereby approve the utilization of the State of Missouri contract CC160735002 with Leon Uniform Company for use by the Boone County Sheriff’s Department.

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 543-2018**

**12. Second Reading; Surplus Disposal: Outdoor Warning Sirens (1<sup>st</sup> read 12-4-18)**

Commissioner Parry moved on this day the County Commission of the County of Boone does hereby approve the request by Emergency Management Operations to dispose of three (3) outdoor warning sirens by auction. Sirens will be disposed of by Blue Valley Public Safety Inc.

It is further ordered the Presiding Commissioner is hereby authorized to sign said Request for Disposal forms.

Commissioner Atwill seconded the motion.

The motion carried 3 to 0. **Order 544-2018**

**Commission**

**13. First & Second Reading; Board re-appointment: Elizabeth Heidt, Boone County Family Resources Board**

Commissioner Parry moved on this day the County Commission of the County of Boone does hereby re-appoint the following:

Name	Board	Period
Elizabeth Heidt	Boone County Family Resources Board	January 1, 2019 thru December 31, 2021

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #545-2018**

**14. Public Comment**

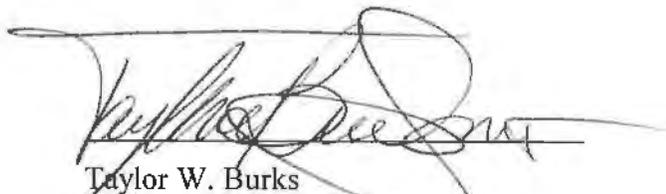
None

**15. Commission Reports**

None

The meeting adjourned at 2:02 p.m.

Attest:

  
Taylor W. Burks  
Clerk of the County Commission



Daniel K. Atwill  
Presiding Commissioner

  
Fred J. Parry  
District I Commissioner

  
Janet M. Thompson  
District II Commissioner