

TERM OF COMMISSION: September Session of the July 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
County Clerk Brianna Lennon
Director Human Resources Jenna Redel
Director Information Technology Aron Gish
Senior Buyer Liz Palazzolo
Deputy County Clerk Michelle Thompson

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

County Clerk

1. Public Hearing and First & Second Reading; Approval of the 2019 Boone County Tax Rates

Brianna Lennon explained these are the planned County tax rates based on what was advertised for the public hearing portion as well as all of the other tax rates from the schools and cities from the other districts from what was certified to Boone County after their own public hearings and setting their rates. As far as Boone County is concerned, the rates have remained stable from last year.

There were no 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.

Commissioner Parry moved now on this day the County Commission of the County of Boone does hereby set the 2019 tax rates per hundred dollars of assessed valuation for county purposes as follows:

County of Boone	Total \$.2846
General Revenue	\$.1200
Common Road and Bridge	\$.0500
Group Homes	\$.1146
County-wide Surtax on Subclass III Property	\$.6100

Now be it further ordered that the County Commission, having received reports from the various political subdivisions, so sets their tax rates per hundred dollars of assessed valuation as instructed for the year 2019:

State of Missouri	\$.0300
Columbia Public Schools	Total \$6.0988
Incidental Fund	\$2.0111
Teachers Fund	\$3.0158
Debt Service	\$.9719
Capital Projects	\$.1000
Southern Boone County R-I Schools	Total \$5.7918
Incidental Fund	\$4.1118
Teachers Fund	\$.0000
Debt Service	\$1.6800
Capital Projects	\$.0000
Hallsville R-IV Schools	Total \$4.9637
Incidental Fund	\$3.6937
Teachers Fund	\$.0000
Debt Service	\$1.1100
Capital Projects	\$.1600
Sturgeon R-V Schools	Total \$5.0364
Incidental Fund	\$3.7664
Teachers Fund	\$.0000
Debt Service	\$1.2700
Capital Projects	\$.0000
Centralia R-VI Schools	Total \$4.3327
Incidental Fund	\$3.4427
Teachers Fund	\$.0000
Debt Service	\$.8900
Capital Projects	\$.0000

Harrisburg R-VIII Schools		Total	\$5.2515
Incidental Fund	\$4.0103		
Teachers Fund	\$.0000		
Debt Service	\$1.2412		
Capital Projects	\$.0000		
New Franklin R-I Schools		Total	\$4.1286
Incidental Fund	\$3.4266		
Teachers Fund	\$.0000		
Debt Service	\$.7020		
Capital Projects	\$.0000		
Fayette R-III Schools		Total	\$4.9962
Incidental Fund	\$4.2200		
Teachers Fund	\$.0000		
Debt Service	\$.7762		
Capital Projects	\$.0000		
North Callaway R-I Schools		Total	\$4.6602
Incidental Fund	\$3.6831		
Teachers Fund	\$.0000		
Debt Service	\$.9771		
Capital Projects	\$.0000		
City of Ashland	General Revenue	Total	\$.2480
City of Centralia		Total	\$.9529
General Revenue	\$.6582		
Parks & Recreation	\$.2947		
City of Columbia	General Revenue	Total	\$.4075
City of Hallsville	General Revenue	Total	\$.5593
Town of Harrisburg	General Revenue		\$.3645
Village of Hartsburg	General Revenue		\$.5409
City of Rocheport	General Revenue		\$.2707
City of Sturgeon	General Revenue		\$.5363
Boone County Fire Protection District		Total	\$.8842
General Revenue	\$.6342		
Debt Service	\$.2500		
Southern Bo. Co. Fire Protect. District		Total	\$.4999
General Revenue	\$.3352		
Debt Service	\$.1647		
Columbia/BoCo Library District	General Revenue		\$.3064
Centralia Library District	General Revenue		\$.5435
Callahan Watershed Subdistrict	General Revenue		\$.0881

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #399-2019**

Purchasing

2. First Reading; Bid Award: 45-22AUG19 – Records Shredding and Disposal Services

Liz Palazzolo read the following memo:

Request for Bid 45-22AUG19 - Records Shredding and Disposal Services closed on August 22, 2019. Three bids were received.

The offices of Boone County Clerk, Sheriff, Prosecuting Attorney, Court Administration and Circuit Clerk recommend award to Shred-It USA LLC of Hazelwood, Missouri for offering the lowest and best bid.

This is a county-wide term and supply contract. The Boone County Clerk is the contract administrator. The initial contract term is November 1, 2019 through October 31, 2020. There are four (4), one-year contract renewal periods.

Commissioner Atwill asked if this was a new vendor.

Palazzolo said yes.

Commissioner Atwill asked if the process would be the same where someone would be present at shredding and collect a verification of completion.

Palazzolo said there is a verification for the secure shredding, but she wasn't sure about

someone being on site. She could get an answer for that question.

Brianna Lennon explained the expectation is for the process to stay the same. The new vendor had the best set up. The Clerk's Office will be meeting with the vendor to make sure they can meet the needs of all the offices, probably sometime next week.

There were no more 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.

3. First Reading; Bid Award: 48-13AUG19 – Generator Inspection Services – Term and Supply

Liz Palazzolo read the following memo:

48-13AUG19 – Generator Inspection Services - Term and Supply opened on August 13, 2019. Six bids were received; Facilities Maintenance, Sheriff Department and Public Works recommend award to Cummins, Inc. for offering the lowest responsive bid. The original low bid from Central Power Systems & Services was withdrawn.

This is a term and supply contract and invoices will be paid from departments 2040 – Road & Bridge Maintenance Operations, 2704 – Radio Network Operations, 2705 – Facilities Maintenance/ Housekeeping/ Grounds – ECC, and 6100 – Facilities Maintenance. Accounts 71100 – Outside Services and 60200 – Equipment Repairs and Maintenance.

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.

**4. First Reading; Bid Award: 49-30AUG19 Parking Lot Arms with Remotes –
Facilities Management Department**

Liz Palazzolo read the following memo:

Request for Bid (RFB) 49-30AUG19 for Parking Lot Arms with Remotes for the Facilities Management Department obtained one bid from Will Electronics of St. Louis, Missouri. The parking lot arms will replace those installed at the Boone County Courthouse.

It is noted that the RFB solicitation was posted on the Purchasing Department webpage and advertised in an effort to obtain competition. An award of contract will be made to the only bidder. The contract period will run from Date of Award through 09/20/20, and there are two (2) one-year renewal options available after this initial period.

Payments will be paid from the following fund/account:

- Fund 6102 Parking/Account 92300 – Replacement Machinery & Equipment:
\$ 14,392.53

This purchase replaces the two parking lot arms currently installed at the Boone County Courthouse parking lot (see attached Disposal Form dated 9/5/19).

Commissioner Parry said he noticed a lot of places in Columbia use these arms and asked if

there was a term and supply contract for this that could be used.

Palazzolo explained that this one has secured remotes whereas some of the others around town use an electronic beam. These are a bit more specialized.

There were no more 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.

5. First Reading; Contract Amendment One: 35-06SEP17 – Records Storage and Management

Liz Palazzolo read the following memo:

Contract 35-06SEP17 - Records Storage and Management was approved by commission for award to Underground Records Management of Columbia, Missouri on October 2, 2017, commission order # 432-2017.

This amendment includes a form for an agreement and consent to assignment of contract from Underground Records Management to Retrievox, Inc. It also renews the contract for the period October 1, 2019 through September 30, 2020.

This is a county-wide term and supply contract.

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.

6. First Reading; Contract Award: 31-19AUG19 – Lobby Countertop with Installation for the Boone County Detention Center

Liz Palazzolo read the following memo:

Request for Proposal RFP 31-19AUG19 solicited proposals for a Lobby Countertop with Installation for the Boone County Detention Center. One proposal was received from Seville Woodworks of Columbia, Missouri. The proposal from Seville meets requirements and is acceptable to the Sheriff's Office for award of contract.

It is noted for the record that the County Purchasing Department tried to obtain competitive offers by advertising the RFP and posting it on the Purchasing website. Only the one response was received.

The initial contract period will run from the Date of Award through December 31, 2019.

Payment will be paid from the following Department/Account:

Department 6100, Facilities Maintenance/Account 60100 – Building Repairs/Maintenance – Total: \$ 13,980.00

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.

Human Resources

**7. First & Second Reading; Request to Hire Above the Flexible Hiring Maximum:
Position 915, Project Manager, IT**

Jenna Redel explained this request was for the Project Manager position in the Information Technology department. The request is for \$60,008 for the annual salary. It is slightly higher than the salary of the person who left the position; however, this candidate has seven plus years' experience doing complex project management. It will not cause any internal equity issues. The hope is to be able to retain this project manager for quite some time.

There were no comments or questions from the Commission.

Commissioner Thompson moved now on this day, the County Commission of the County of Boone does hereby approve the request to hire above the Flexible Hiring Maximum for position 915, Project Manager, Information Technology, and does hereby authorize an appropriation of \$60,008 for the salary of said position.

It is further ordered the Boone County Commissioners are hereby authorized to sign the attached Request to Hire Above Flexible Hiring Maximum Form.

Commissioner Parry seconded the motion.

The motion carried 3 to 0. **Order #400-2019**

8. First Reading; Request to Extend Training Period: Position 777, Systems Administrator

Jenna Redel said this position is currently held by Connie Shepp, and she announced that she is leaving. Information Technology has requested a 10-month overlap period to get a new candidate in and get them sufficiently trained in a complex system. It is unlikely they will be able to find the skill set needed out of the market. Connie has given a long lead on her leaving the County and IT would like to utilize it to get the replacement proficient in the position.

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.

9. First Reading; Request to Reclassify Position: Position 896, Systems Support Analyst I

Jenna Redel explained this request is to change the title of position 896 from System Support Analyst to Systems Administrator.

Aron Gish said Ryan Irish will take the position of Systems Administrator that IT opens up.

Redel said it is all set up to change the funding source effective January 1, 2020. It will go from 2703 which is the 911 to 1170 which is General Revenue.

There were no comments or questions from the Commission.

Commissioner Atwill stated this is 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.

County Counselor

10. Second Reading; Approving a Special Warranty Deed to Public Water Supply District No 9 (1st read 9-17-19)

Commissioner Parry moved now on this day, the County Commission of the County of Boone does hereby approve the sale of the land described in the attached Special Warranty Deed to Public Water Supply District No. 9 of Boone County pursuant to the Real Estate Contract the Boone County Commission approved in Commission Order 95-2019.

It is further ordered the Presiding Commissioner and County Clerk are hereby authorized to sign the attached Special Warranty Deed and the County Counselor's Office is authorized to deliver the deed at the scheduled real estate closing.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #401-2019**

Commission

11. Public Comment

None

12. Commission Reports

Commissioner Parry said he had lunch with the superintendents of Boone County school districts. One of the things talked about was Broadband in their markets. There are some significant issues. Looking into a Broadband task force that is county-wide might be a good

idea. There are a lot of businesses that have to go other places to use the internet to get things done. There are school children that cannot get homework done without going somewhere to get it done. The only way some children can get internet at home to do homework is to check out internet hotspots like the one the Book Mobile offers. This is a huge economic development issue as well.

The meeting adjourned at 1:51 p.m.

Attest:



Brianna L. Lennon
Clerk of the County Commission



Daniel K. Atwill
Presiding Commissioner



Fred J. Parry
District I Commissioner



Janet M. Thompson
District II Commissioner