

TERM OF COMMISSION: January Session of the January 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
Buyer Robert Wilson
County Counselor CJ Dykhouse
Director Human Resources Jenna Redel
Stormwater Coordinator Nicki Fuemmeler
Deputy County Clerk Michelle Thompson

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

Purchasing

- 1. First Reading; Bid Award: 69-05DEC19 – MKT Trail Grading Services – Term & Supply**

Robert Wilson read the following memo:

Request for Bid 69-05DEC19 – MKT Trail Grading Services – Term & Supply opened on December 05, 2019. One (1) bid was received. Facilities Maintenance recommends award to CL Richardson Construction Co., Inc. of Ashland, Missouri.

Invoices will be paid from department 6104 – Grounds Maintenance, account 60400 – Grounds 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.

2. First Reading; Sole Source Agreement – 149-123119SS – TimeClock Plus Hardware, Maintenance and Support

Robert Wilson read the following memo:

Attached for signature and approval is a Sole Source Request Form from Boone County Information Technology, # 149-123119SS for TimeClock Plus Hardware and Hardware Maintenance/Support.

TimeClock Plus software and support was purchased through our ERP contract with Central Square Technologies. This purchase is for the hardware and hardware maintenance/support which can only be purchased directly from TimeClock Plus of San Angelo, Texas.

Equipment and maintenance will be paid from the following department/account numbers:

- 1170 / 92301 / \$1687.53 - Equipment
- 6100 / 92301 / \$8,437.65 - Equipment
- 2040 / 92301 / \$5,062.62 - Equipment
- 1170 / 60050 / \$346.71 - Maintenance
- 6100 / 60050 / \$1,040.13 - Maintenance
- 2040 / 60050 / \$1,040.13 - Maintenance

TOTAL: \$18,308.19

The intent to purchase as sole source was advertised in the Columbia Missourian

and Columbia Tribune on December 13, 2019.

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.

**3. Second Reading; Contract Amendment Five: 66/2010 – Radio Consulting Services
(1st read 1-7-20)**

Commissioner Parry moved now on this day, the County Commission of the County of Boone does hereby approve the attached Contract Amendment Number Five to Contract 66/2010 – Radio Consulting Services.

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 Five.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #14-2020**

Resource Management

**4. First Reading; Stormwater Security Agreement & Irrevocable Letter of Credit:
Perche Ridge Plat 1**

Nicki Fuemmeler explained this is for the irrevocable letter of credit between Boone County and Fred Overton Development Group in the amount of \$136,796. This is for erosion and

sediment control costs. All the requirements for development have been met and they are ready to go.

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.

County Counselor

5. First Reading; Approve certain amendments and agreements relating to the American Outdoor Brands spin-off business transactions

CJ Dykhouse explained there are a series of agreements relating to American Outdoor Brands' corporate restructuring plans. The County has a Chapter 100 transaction with American Outdoor Brands and the current developer. Now, the County has to ensure the privity of contract with the existing entities once the restructuring is complete. The developer is going away and there is going to be a company-controlled LLC that is going to own title to the real estate. The performance agreement associated with Chapter 100 runs to the Smith & Wesson American Outdoor Brands entity now and will continue to do so. However, the lease transactions and things are going to change with respect to the real estate from a developer-owned entity to a company-owned entity. Gilmore & Bell has reviewed all these documents and created a summary letter that explains each document and what they do, as well as containing Gilmore & Bell's recommendation to execute this. As part of this, the County required the developer pay Gilmore & Bell's attorney fees associated with this.

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; Approve an Estoppel Certificate for Stormwater Management/BMP Facilities Maintenance Agreement in connection with the American Outdoor Brands spin-off business transactions

CJ Dykhouse explained in addition to the transactions related to Chapter 100, in connection with the land disturbance permit that was issued on the site, there was an agreement with their successors to maintain certain best management practices for stormwater infrastructures on the property. They have done the inspection report that is required, and it has been approved by the Stormwater Coordinator. They are in compliance with all the requirements of the agreement, but separately, they want an Estoppel Certificate stating that, as of December 31, 2019, they were good for all things relating to the stormwater BMP.

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 Flexible Hiring Maximum and an Extended Overlap Period: Position 99, Prosecuting Attorney's Office

Jenna Redel said Bonnie Adkins is retiring from the Prosecutor's Office in February and the office would like to promote from within to fill the position. Their current Crime Victim Specialist is currently making about \$52,000 per year and \$55,000 is what they are asking for the pay to be in this position. That is above the flexible hiring maximum, but it is still \$11,000 below the maximum of the range. The candidate has been with the County since 2006 and has held a variety of positions in the Prosecutor's Office. In addition, they are

requesting an extended training period with this to be able to get the candidate transferred into the position and get her old position posted.

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 number 99, Office Administrator, and does hereby authorize an appropriation of \$55,000 for the salary of said position. The County Commission also approves a request for an extended employee overlap period in excess of the ordinary "Two-Week Training Period for New Employees" as approved in Commission Order 147-2005 for this position. The extended overlap period is approved through February 14, 2020.

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 #15-2020**

8. Second Reading; Request to add Part-Time Personal Property Clerk, Assessor's Office (1st read 1-7-20)

Commissioner Parry moved now on this day, the County Commission of the County of Boone does hereby approve the request to authorize a part-time, non-benefitted, Personal Property Clerk position in the Assessor's Office, to be budgeted at a maximum of 1,000 hours per year and does hereby authorize an appropriation of \$23,020 for the salary of said position.

The County Commission does also hereby eliminate Position 396, Cartographer.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #16-2020**

Emergency Management Operations

9. **Second Reading; Outdoor Warning Siren Placement Agreements with the following: (1st read 1-7-20)**

- **City of Centralia**
- **City of Hallsville**
- **Hallsville School District**

Commissioner Thompson moved now on this day, the County Commission of the County of Boone does hereby approve the attached Outdoor Warning Siren Placement Agreements between Boone County and the following:

City of Centralia

City of Hallsville

Hallsville School District

Terms of the agreement are stipulated in the attached Agreements. It is further ordered the Presiding Commissioner is hereby authorized to sign said Outdoor Warning Siren Placement Agreements.

Commissioner Parry seconded the motion.

The motion carried 3 to 0. **Order #17-2020**

10. Second Reading; Right of Use Permit: City of Columbia, Vandiver Drive (1st read 1-7-20)

Commissioner Parry moved now on this day, the County Commission of the County of Boone does hereby approve the attached Right of Use Permit between Boone County and the City of Columbia.

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 Thompson seconded the motion.

The motion carried 3 to 0. **Order #18-2020**

Joint Communications

11. Second Reading; 911 Simulator Equipment Agreement Amendment: Moberly Area Community College (1st read 1-7-20)

Commissioner Thompson moved now on this day, the County Commission of the County of Boone does hereby approve the attached 911 Simulator Equipment Agreement Amendment between Boone County and Moberly Area Community College.

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 Parry seconded the motion.

The motion carried 3 to 0. **Order #19-2020**

Commission

**12. First & Second Reading; Application for Organizational Use of Boone County
Courthouse Plaza & Boone County Conference Rooms: Erika Bauschke & Nick
Kutz**

Commissioner Parry moved now on this day, the County Commission of the County of Boone does hereby approve the Organizational Use of the Boone County Courthouse Plaza and Government Center Chambers by Erika Bauschke and Nick Kutz on September 19, 2020 from 3:30 pm to 5:30 pm

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #20-2020**

**13. First & Second Reading; Application for Organization Use of Boone County
Courthouse Plaza & Boone County Conference Rooms: Mid-Missouri Peaceworks**

Commissioner Thompson moved now on this day, the County Commission of the County of Boone does hereby approve the Organizational Use of the Boone County Courthouse Plaza and Government Center Chambers by Mid-Missouri Peaceworks on January 18, 2020, with an inclement weather date of January 25, 2020, from 11:00 am to 4:00 pm.

Commissioner Parry seconded the motion.

The motion carried 3 to 0. **Order #21-2020**

14. Public Comment

None

15. Commission Reports

None

The meeting adjourned at 1:50 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