

TERM OF COMMISSION: March 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  
Collector Brian McCollum  
Director Community Services Joanne Nelson  
Director Human Resources Jenna Redel  
Director Road & Bridge Greg Edington  
Senior Administrative Assistant Diane Buchmann

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

### **Collector**

#### **1. First & Second Reading; 2014 Abatements**

Brian McCollum explained this was the summary of the 2014 tax bill year that the Collector's Office is striking from the current collection rolls due to much due diligence, not being able to locate owners or collect against the balances remaining. The total the office is striking from the rolls is \$159,834.69. All of this is detailed in the order the Commission has before them today. The puts the collection rate at about 99.67 percent.

Commissioner Atwill asked what entities would be included when tax-exempt was referenced.

McCollum said that would include the University, other counties, the City, Public School District, etc. A good portion of the tax-exempt listed on this comes from the University's purchase of the theatre downtown.

Commissioner Thompson noted the collection rate of the Boone County Collector and asked was the average collection rate was for collectors.

McCollum said that hasn't been discussed so he does not know.

There were no more comments or questions from the Commission.

Commissioner Parry moved now on this day, the County Commission of the County of Boone, pursuant to Chapter 139 RSMo, does hereby authorize the Boone County Collector, Brian McCollum, for the 2014 tax bill year, to strike from the delinquent tax rolls, property tax balances on real estate tax, personal property tax, nuisance abatements and community improvement district assessments as follows:

State	\$	687.39
County	\$	5,371.64
School Districts	\$	123,987.71
Cities	\$	7,468.83
Fire Districts	\$	4,818.30
Library Districts	\$	9,747.78
Surtax	\$	3,841.80
Nuisance	\$	548.80
Community Improvement	\$	2,217.00
Common Road	\$	1,128.22
Centralia Common Road	\$	17.22
Total		<u>159,834.69</u>

These 2014 real estate taxes, personal property taxes, nuisance abatements and community improvement district assessments are stricken for the following reasons:

- After due diligence, the collector cannot locate the owners; or
- Bankruptcy or probate proceedings have intervened making the balances due

uncollectible; or,

- The real estate property was sold via a Post-Third Offering Delinquent Tax Certificate Sale; or,
- The real estate property was not subject to taxation after being acquired by a tax-exempt owner after January 1 of the taxable year.

The above total of \$159,834.69 breaks out as follows:

- Personal property \$ 102,270.19
- Bankruptcy and/or probate \$ 3,950.21
- Post-third tax sale \$ 548.80
- Tax exempt acquisitions \$ 53,065.49

The following tax amounts represent 2013 and prior tax bills that were previously stricken from the delinquent tax rolls in Boone County. The tax amounts were added back to the delinquent tax rolls and collected and distributed to the taxing entities during the period of March 1, 2019 through February 29, 2020.

State	\$	13.61
County	\$	106.09
School Districts	\$	2,339.75
Cities	\$	140.52
Fire Districts	\$	73.65
Library Districts	\$	184.34
Common Road	\$	22.30
Total	\$	<u>2,880.26</u>

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #124-2020**

**Human Resources**

2. **First & Second Reading; Request to reclassify position 194 from Field Service Technician (303500) Range 26, to Automotive/Equipment Mechanic (303300) Range 31**

Jenna Redel explained that is basically the last step to roll out the CBA. In order to change the Position and the Master Position, the Auditor's Office needs an order reflecting the change. The Director of Road & Bridge has determined that the needs of the department are such that they need an Automotive/Equipment Mechanic rather than a Field Service Technician as the majority of tasks for the Technician have evolved over time to reflect more of a need for a mechanic.

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 authorize the Auditor's Office to reclassify position 194 from Field Service Technician (303500) Range 26, to Automotive/Equipment Mechanic (303300) Range 31, effective January 1, 2020.

Commissioner Parry seconded the motion.

The motion carried 3 to 0. **Order #125-2020**

**Road & Bridge**

3. **First Reading; Bass Lane Chip & Seal Pilot Project: Endovac**

Greg Edington said this is an agreement with Endovac for the Boone County chip and seal pilot project that will be on Bass Lane. The goal is to improve roughly 3,500 feet of roadway. This is an internal project and the Road & Bridge maintenance staff will be preparing and chip sealing the road in early summer.

Commissioner Atwill said a lot of work has gone into this project and thanked Edington for everything he has done.

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.

**Purchasing**

**4. Second Reading; Contract Amendment One: C215080007 – Copier with Maintenance for Jury Services/Court Marshall (1<sup>st</sup> read 3-12-20)**

Commissioner Parry moved now on this day, the County Commission of the County of Boone does hereby approve the attached Contract Amendment Number One to Contract C215080007 – Copier with Maintenance for Jury Services/Court Marshall as well as the disposal of one (1) Canon IR 5050 Copier, serial #CHE11110, fixed asset tag 16718.

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 #126-2020**

**5. Second Reading; Contract Amendment One: 22-16APR19 – Tree Trimming Services, Tree Cutting and Removal Services, Stump Removal/Grinding Services – Term & Supply (1<sup>st</sup> read 3-12-20)**

Commissioner Thompson moved now on this day, the County Commission of the County of Boone does hereby approve the attached Contract Amendment Number One to Contract 22-16APR19 – Tree Trimming Services, Tree Cutting and Removal Services, Stump Removal/Grinding Services – Term & Supply.

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 Parry seconded the motion.

The motion carried 3 to 0. **Order #127-2020**

**6. Second Reading; RFP Award Recommendation: 34-18JUL19 – Purchase of Service Contracts (1<sup>st</sup> read 3-12-20)**

Joanne Nelson said she wanted to make sure the Commission received her Executive Summary for this program which is a summary of what was discussed in their last meeting.

The Commission confirmed they had received that information.

Commissioner Parry wanted confirmation that these summaries would come with the memos given by Purchasing at first readings.

Nelson said yes. From this point forward they will provide a summary for the programs being awarded.

There were no more comments or questions from the Commission.

Commissioner Parry moved now on this day, the County Commission of the County of

Boone does hereby award Contract 34-18JUL19 -- Purchase of Service Contracts to the Curators of the University of Missouri (on behalf of the College of Engineering), Program Name: Managing Behaviors and Engagement of At-Risk High School Youth by Immersion in a STEM Environment in the amount of \$141,863.88.

Terms of the award are stipulated in the attached Contract. It is further ordered the Presiding Commissioner is hereby authorized to sign said Purchase of Service Contract.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #128-2020**

**7. Second Reading; Computer and Peripheral Surplus Disposal (1<sup>st</sup> read 3-12-20)**

Commissioner Thompson moved now on this day, the County Commission of the County of Boone does hereby approve the request by the Purchasing Department to dispose of the following list of surplus PCs, peripheral equipment, unworking air conditioners, file cabinets, and other miscellaneous items through MRC Recycling Center.

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

Commissioner Parry seconded the motion.

The motion carried 3 to 0. **Order #129-2020**

**Resource Management**

**8. Second Reading; Request for additional funds and extension of time on Chapter 319 Subgrant from the Missouri Department of Natural Resource/Bonne Femme Watershed Project (1<sup>st</sup> read 3-12-20)**

Commissioner Parry moved now on this day, the County Commission of the County of Boone does hereby approve the request by the Resource Management Department to apply for additional funding and time expansion of the original grant application for a Chapter 319 Subgrant for the Bonne Femme Watershed Project that was approved in Commission Order 364-2018.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #130-2020**

**County Counselor**

**9. Second Reading; Acknowledgment of receipt of the Chapter 100 Compliance Report from American Outdoor Brands (1<sup>st</sup> read 3-12-20)**

Commissioner Thompson moved now on this day, the County Commission of the County of Boone does hereby acknowledge receipt of the attached Chapter 100 Compliance Report from American Outdoor Brands for the period ending October 31, 2019.

Commissioner Parry seconded the motion.

The motion carried 3 to 0. **Order #131-2020**

**Commission**

**10. First Reading; Real Estate Contract: City of Columbia for the transfer of the CMEC/Fairgrounds property**

CJ Dykhouse explained that this contract would facilitate two transactions. The first transaction would transfer the real estate of the CMEC property to the City of Columbia via the attached deed. The second transaction would transfer maintenance responsibilities for the MKT Trail from Scott Blvd to where it intersects with the KATY Trail to the City of



Columbia. The agreement for that will come later at the closing of the real estate transaction. The goal for closing is on or before June 15, 2020.

Commissioner Parry asked if there had been any discussion of the recreational district.

Dykhouse said at this point, there has been some discussion. As of this point, the City's direction to the County is that they want to continue the Regional Recreation District. That means the Presiding Commissioner, with the advice and consent of the County Commission, will need to appoint a 9-member board for that to have appropriation authority over any funds that are generated by sales tax under that RID.

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.

**11. First & Second Reading; Confirm & Restatement of Appointment of Director of Emergency Communications Center**

Commissioner Atwill explained that looking back, it wasn't clear that the Commission officially made the appointment of Chad Martin as the Director of the Emergency Communications Center. There were some things and people moved around but it wasn't completely clear, so that is what this item is for.

CJ Dykhouse said yes. The Commission had combined some positions and announced the creation of the Director of the Communications Center position, but state statute requires an official announcement from the Commission to clarify all of that as some of it had been reduced to oral history.

There were no comments or questions from the Commission.

Commissioner Parry moved now on this day, the County Commission of the County of Boone does hereby confirm and restate its appointment of Chad Martin to the position of Emergency Communications Center Director, effective December 16, 2019. The Emergency Communications Center Director position merges the two former leadership positions – Directors of Emergency Management and Joint Communications. In all instances where the Director of Emergency Management position or the Director of Joint Communications position is referenced those titles shall be read to refer to the newly created position of Emergency Communications Center Director.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #132-2020**

**12. First & Second Reading; Application for Organizational Use of Boone County Courthouse Plaza: The Center Project**

Commissioner Thompson said this is for March 31<sup>st</sup> of this year. In light of everything going on, this item should be tabled, and the Commission will speak with them.

This item was tabled until further notice.

**13. Public Comment**

None

**14. Commission Reports**

Commissioner Atwill said yesterday, Commissioner Thompson attended a meeting with the


City of Columbia to discuss the emerging problem of the Corona Virus, that has really become a national issue. The City has now taken steps to inform the public of its support in the procedures in managing and limiting crowds during this time. There will be two meetings today with the Elected Officials and Directors of Boone County to discuss what action, if any, should be taken by the County in continuing the services of the Boone County Government. Everyone is making an effort to avoid the spreading of the Corona Virus and hopefully limit the spike of people needing medical care. So, keeping the in mind, the County of Boone will have limited contact with the public while still providing the minimum services that are available that are essential services. At 4:00 pm this afternoon, there will be another meeting with different governmental agencies to illustrate the organization of the Emergency Management Director and the Director of the Health Department will be doing to implement this concept of limiting contact with individuals to slow the spread of the virus. All of these meetings will be through a telephone conference to stay within the guidelines of limited contact. He believes Emergency Management will advise that all meetings be held by telephone beginning tomorrow.

Commissioner Thompson wanted to add the meeting she attended yesterday included representatives from all of the hospitals; Boone, University, and Truman VA, as well as people from the Columbia Fire Department, Boone County Fire Department, Emergency Management, Stephens College, Columbia College, and Senator Caleb Rowden. The public health crisis is real, and it was stated by an infectious disease doctor that the U.S. is eleven days behind Italy. So, the worst is yet to come, and the U.S. and Boone County need to take lessons on what has been done and what has not been done well in other countries.

The meeting adjourned at 1:56 p.m.

Attest:

  
Brianna L. Lennon *DKB*  
Clerk of the County Commission

  
Daniel K. Atwill  
Presiding Commissioner

  
Fred J. Parry  
District I Commissioner

  
Janet M. Thompson  
District II Commissioner

Introduced by \_\_\_\_\_ Council Bill No. R 46-20

### A RESOLUTION

supporting the declaration of a state of emergency within the City; calling for proactive measures to protect the public health, safety and welfare; expressing support for and calling upon the City Manager and Director of Public Health to enact regulations to protect the public health, safety and welfare.

WHEREAS, the first reported case of the novel coronavirus disease (COVID-19) occurred in the United States on January 24, 2020 with the first death occurring on February 28, 2020; and

WHEREAS, as of March 16, 2020 at 4:00 pm the Centers for Disease Control (CDC) confirmed a total of 3487 cases of COVID-19 in the United States, including 68 deaths and impacting 49 states, District of Columbia Puerto Rico, Guam and US Virgin Islands; and

WHEREAS, as of March 15, 2020 the World Health Organization Situation Report 55 confirmed a total of 153,519 cases of COVID-19, including 5735 deaths, and the spread of the virus to nine new countries/territories/areas from the prior 24 hour reporting period; and

WHEREAS, the Missouri Department of Health and Senior Services and the State Emergency Management Agency have reported there are confirmed cases of COVID-19 within the State of Missouri with the first case identified on March 7, 2020; and

WHEREAS, the World Health Organization officially declared a pandemic due to COVID-19 on March 11, 2020; and

WHEREAS, Pursuant to section 201 of the National Emergencies Act (50 U.S.C. 1621), on March 13, 2020 the President of the United States exercised Presidential authority to declare that the outbreak of COVID-19 in the United States constitutes a national emergency; and

WHEREAS, on March 13, 2020 Governor Mike Parson signed Executive Order 20-02 declaring a state of emergency in Missouri in response to (COVID-19) and

WHEREAS, COVID-19 results in mild to severe symptoms, including death, is highly contagious, and is spread through close contact between persons and respiratory transmission; and

WHEREAS, the community spread of cases of COVID-19 in the United States poses a serious health risk for Columbia residents and visitors and identification of additional cases in Missouri and within the City of Columbia is likely to continue, and extraordinary measures are necessary to prevent a substantial risk to public health and safety; and

WHEREAS, the City Council desires to express its support for the City Manager and Director of Public Health for proactive invocation of the emergency measures authorized under State law and the Columbia City Code to ensure the protection of the safety and welfare of the citizens of the City of Columbia;

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF COLUMBIA, MISSOURI AS FOLLOWS:

THAT, due to COVID-19 an emergency exists within the City of Columbia, Missouri. This emergency has an increased impact on our community, small to large businesses, people experiencing homelessness, and city services and the response to this emergency will require the use of all city resources and the need to access State and Federal resources and financial mechanisms which is hereby supported by the City Council;

FURTHER THAT, the City Council finds extraordinary proactive measures by the City Manager and Director of Public Health are necessary to prevent death or injury of persons and to protect the public peace, safety and welfare, and alleviate damage, loss, hardship or suffering;

FURTHER THAT, the City Council expresses its support and calls upon the City Manager and Director of Public Health to enact and enforce temporary emergency regulations deemed advisable or necessary to minimize exposure risk to COVID-19 and protect the health and safety of persons in the City, including but not limited to:

- Prohibiting the congregation or gathering of more than 50 people;
- Prohibiting all gatherings of more than 10 people for individuals who are at higher risk for severe illness, such as seniors (including gatherings at retirement and assisted living facilities);
- Limiting all businesses and places of public accommodation to one-half the legal occupancy of any such buildings or locations utilized or a maximum of 50 people (including staff located on the premises), whichever is less. This includes, but is not limited to, all bars, restaurants, meeting halls, places of worship, etc.;
- Strongly encouraging the cancelation of any event or gathering in excess of 25 people, regardless of whether such event is public or private;

- Encouraging any small event or gathering which continues to be held by the organizer to adopt additional social distancing modifications for participants;
- Prohibiting all concerts, conferences and sporting events;
- Suspending in person classes of all schools and colleges while continuing essential operations for such institutions;
- Closing all gyms, movie theaters, libraries and community centers;
- Strongly encouraging employers to require employees to work remotely;
- Leading by example by canceling all public events of any size;
- Requiring all city employees to work remotely to the extent possible;
- Taking actions to enforce any health recommendations from federal and state authorities;
- Restricting public and private assemblies within the city based upon CDC recommended guidelines and orders of the Director of Public Health;
- Waiving administrative and budgetary requirements that impede delivery of essential city services;
- Suspending or modifying personnel rules and regulations to ensure employees have adequate resources and protections, including the reassignment of personnel from their ordinary duties to work deemed necessary for the emergency without regard to job classifications;
- Closing or restricting public access to municipal facilities;
- Authorizing any actions necessary to promote health and suppress disease, including quarantine;
- Impose greater restrictions for facilities, events or gatherings that house or draw persons who are at higher risk for severe illness;

- Canceling or suspending board and commission meetings or activities;
- Authorizing the use of all available resources to assist in the City's response to this situation;
- Delegating authority to department directors to permit the use of equipment under their control for supplying necessary food, clothing, medicines, shelter or transportation to people in need of assistance or to purchase supplies and materials or alter operations in a manner that the department head deems most helpful in relieving the emergency;
- Empowering the municipal court judge to suspend all dockets, trials and hearings and take any actions necessary to preserve functioning of the municipal court;
- Suspending all rules and regulations that may inhibit or prevent prompt response to this threat;
- Taking control of any means of supplies, transportation and facilities, including buildings;
- Taking all necessary steps to enforce any enacted regulations or orders of the City Manager or Director of Public Health.

FURTHER THAT, such extraordinary and immediate measures be taken to respond quickly, prevent and alleviate the suffering of people exposed to and those infected with the virus, as well as those that could potentially be infected or impacted by COVID-19.

ADOPTED this \_\_\_\_\_ day of March, 2020.

ATTEST:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor and Presiding Officer

APPROVED AS TO FORM:

\_\_\_\_\_  
City Counselor