

TERM OF COMMISSION: September Session of the July Adjourned Term

PLACE OF MEETING: Roger B. Wilson Boone County Government Center  
Room 301

PRESENT WERE: Presiding Commissioner Dan Atwill  
District I Commissioner Fred Parry  
District II Commissioner Janet Thompson  
Buyer Robert Wilson  
Circuit Court Services Ruth McClusky  
Director Human Resources Jenna Redel  
Senior Buyer Liz Palazzolo  
Deputy County Clerk Michelle Thompson

The meeting was called to order at 9:31 a.m.

**Conference Call Information:  
Number: 425-585-6224 Access Code: 802-162-168**

**Purchasing**

- 1. First Reading; Award of Contract CC171501001 – Mailroom Equipment, Supplies & Maintenance - (Co-op contract – State of Missouri)**

Liz Palazzolo read the following memo:

The Purchasing Department requests permission to award contract CC171501001 for Mailroom Equipment, Supplies & Maintenance to Pitney Bowes, Inc. of Pittsburgh, Pennsylvania. This is a cooperative contract established by the State of Missouri using a NASPO Valuepoint contract.

The contract runs from September 01, 2020 through May 14, 2021.

Payments will be made from the following department/account codes:

1194 -Mail Services/92300 – Replacement Machinery & Equipment: \$6,000.00  
1194 - Mail Services/70050 – Software Service Contract: \$3,000.00  
2010 - Assessment/92300 - Replacement Machinery & Equipment: \$6,000.00  
2110 – Collector Tax Maintenance Activity/92300 - Replacement Machinery &  
Equipment: \$6,000.00

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.

**2. First Reading; Amendment Number One -45-22AUG19-Records Shredding and Disposal Services**

Liz Palazzolo read the following memo:

County-wide Term and Supply contract 45-22AUG19 - Records Shredding and Disposal Services was approved by Commission for award to Stericycle, Inc., d/b/a Shred-It USA, LLC on September 24, 2019, Commission Order # 413-2019.

This amendment adds one (1) 64-gallon locking bin for the Sheriff's Annex.

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. First Reading; Cooperative TIPS Contract: 200201 - Trades, Labor and Materials (JOC) for Exterior Masonry Repair and Waterproofing**

Liz Palazzolo read the following memo:

Purchasing requests permission for the Facilities Maintenance Department to utilize The Interlocal Purchasing System (TIPS) cooperative contract # 200201 - Trades, Labor and Materials (JOC) for exterior masonry repair and waterproofing.

The contract expiration date is April 30, 2022 and it has two (2) one-year renewal periods. This is a county-wide term and supply contract that will be used primarily by our Facilities Maintenance Department.

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; Amendment Number One - 05-31DEC18C - Legislative Consultant - Lobbying Services**

Liz Palazzolo read the following memo:

Contract 05-31DEC18C - Legislative Consultant - Lobbying Services was approved by Commission for award to Grote & Associates Inc. on March 13, 2018, Commission Order # 128-2018.

This amendment adds five additional optional renewal periods as follows:

January 1, 2021 - December 31, 2021 for \$27,198.40  
January 1, 2022 - December 31, 2022 for \$27,198.40  
January 1, 2023 - December 31, 2023 for \$27,470.38  
January 1, 2024 - December 31, 2024 for \$27,882.44  
January 1, 2025 - December 31, 2025 for \$28,300.68

Invoices will be paid from Department 1121- County Commission, Account 71101 -Professional Services.

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.

**5. First Reading; Cooperative Contract: State of Missouri Cooperative Contract # CC160284002– Snowplow Blade Cutting Edges**

Robert Wilson read the following memo:

Road & Bridge requests permission to utilize the State of Missouri cooperative contract CC160284002 – Snowplow Blade Cutting Edges to purchase snowplow blades and cutting edges from Winter Equipment Company, Inc.

This is a term and supply contract that has an initial term ending June 30, 2021. An optional renewal term would extend the contract through June 30, 2022.

Invoices will be paid from department 2040 – RB Maintenance Operations, account 23850 – Minor Equipment and Tools.

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. Second Reading; Contract 152-123120SS –Approval of Single Feasible Source for the National Automobile Dealers Association Valuation Subscription for the Assessor’s Office from J.D. Power of Chicago, Illinois (1<sup>st</sup> Read on 09-17-2020)**

Commissioner Parry moved now on this day, the County Commission of the County of Boone does hereby award Contract 152-123120SS –Approval of Single Feasible Source for the National Automobile Dealers Association Valuation Subscription for the Assessor’s Office from J.D. Power of Chicago, Illinois.

Terms of the award are stipulated in the attached Purchase Agreement. It is further ordered the Presiding Commissioner is hereby authorized to sign said Purchase Agreement and Sole Source Form.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #414-2020**

**7. Second Reading; Computer and Peripheral Surplus Disposal (1<sup>st</sup> Read on 09-17-2020)**

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, nonworking Air Conditioners, File Cabinets, and other miscellaneous items through the 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 #415-2020**

**8. Second Reading; Award 35-03SEP20 – Pre-Printed Envelopes for the Boone County Collector (1<sup>st</sup> Read on 09-17-2020)**

Commissioner Parry moved now on this day, the County Commission of the County of Boone does hereby award Contract 35-03SEP20 – Pre-Printed Envelopes for Boone County Collector to Cenveo Worldwide Limited of Villa Ridge, Missouri.

Terms of the award 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 #416-2020**

**Resource Management**

**9. Second Reading; Release of the Performance Bond from United Fire & Casualty Company issued on behalf of Coil Construction, Inc. for stormwater improvements. (1<sup>st</sup> Read on 09-17-2020)**

Commissioner Thompson moved now on this day the County Commission of the County of Boone does hereby release the Performance Bond from United Fire & Casualty Company in the amount of \$23,484.87. Said bond was issued on behalf of Coil Construction, Inc. for stormwater improvements located at P.E.T. Mobility Worldwide, 4825 E. Meyer Industrial

Dr., Columbia, MO 65201. The work has been completed as required. The original Commission Order accepting the Performance Bond is 503-2019.

Commissioner Parry seconded the motion.

The motion carried 3 to 0. **Order #417-2020**

### **Emergency Management**

#### **10. Second Reading; FY 2020 State Homeland Security Program Funding Opportunity/State Homeland Security Grant (1<sup>st</sup> Read on 09-17-2020)**

Commissioner Parry moved now on this day, the County Commission of the County of Boone does hereby approve the attached grant application submitted by the State of Missouri Department of Public Safety for the FY 2020 State Homeland Security Program (SHSP).

It is further ordered the Presiding Commissioner is hereby authorized to sign or authorize grant certifications and assurances as may be reasonably required by the US Department of Justice in order to effectuate this grant.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #418-2020**

### **Human Resources**

#### **11. First Reading; Request to Reclassify Position 67 from a Senior Planner to a Planner**

Jenna Redel explained this is a request from Resource Management to change Position 67 from a Senior Planner to a Planner. After reviewing the job description, Bill Florea, Director of Resource Management, felt the job requirement more reflected a Planner than a Senior Planner.

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.

**13<sup>th</sup> Judicial Circuit Court**

**12. First Reading; Budget Amendment to increase the revenue and expenditures for the DYS-Probation Services Grant. Covering the period July 1-December 31, 2020**

Ruth McClusky explained this is a budget amendment to increase the revenue and expenditures for the DYS Probation Services Grant that was received. That grant is received annually.

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.

**Commission**

**13. First Reading; Sturgeon R-V School District Temperature Scanning PILOT Program**

Commissioner Thompson explained this is a request from the Sturgeon School District to receive funds for temperature scanners to help minimize the spread of COVID-19 in the school. The contract is not to exceed \$11,995.00, and the funds will come from CARES Act Funds, as this is an emergency need.

Commissioner Parry asked if this same request would be coming from all the school districts.

Commissioner Thompson said she was not under the impression that any other school districts would be requesting funding for this.

Commissioner Parry expressed his concern with distributing CARES Act Funds without putting the request through the same evaluation process that the Commission had agreed upon doing. It sets a precedent.

Commissioner Thompson agreed approving this request without going through that process could set a precedent, but it is an emergency and something that will help to keep kids as safe as possible.

Commissioner Parry reiterated his earlier comment.

Commissioner Atwill said the Commission could discuss this more before the second reading.

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.

**14. First & Second Reading; Jessica Kempf-Board of Equalization, Reappointment of 4-year term 10-01-2020 thru 09-30-2024**

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

Name	Board	Period
Jessica Kempf	Board of Equalization	October 1, 2020 thru September 30, 2024

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #419-2020**

**15. First & Second Reading; Don Catlett-Boone County Family Resources,  
Reappointment of 3-year term 10-01-2020 thru 09-30-2023**

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

<b>Name</b>	<b>Board</b>	<b>Period</b>
Don Catlett	Boone County Family Resources	October 1, 2020 thru September 30, 2023

Commissioner Parry seconded the motion.

The motion carried 3 to 0. **Order #420-2020**

**16. Public Comment**

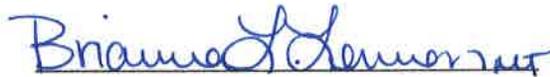
None

**17. Commissioner Reports**

None

The meeting adjourned at 9:51 a.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