

TERM OF COMMISSION: April Session of the April Adjourned Term

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

PRESENT WERE: Presiding Commissioner Daniel Atwill
District I Commissioner Justin Aldred
District II Commissioner Janet Thompson
Buyer Robert Wilson
Senior Buyer Liz Palazzolo
Director of Purchasing Melinda Bobbitt
Director of Human Resources Jenna Redel
County Counselor CJ Dykhouse
Auditor June Pitchford
Deputy County Clerk Jodi Vanskike

Conference Call Information:

Number: 425-585-6224 Access Code: 802-162-168

The meeting was called to order at 9:30am.

Purchasing

1. First Reading: Disposal of Surplus Vehicle

Director of Purchasing Melinda Bobbitt read the following memo:

The Sheriff's Department requests commission approval to dispose of the following surplus vehicle through the Missouri Auto Auction. Our contract with Missouri Auto Auction is 15-24APR15 – Auction Services for Surplus Vehicles.

AUCTION THROUGH MISSOURI AUTO AUCTION				
Year	Description	Approximate Mileage	VIN #	Condition
2000	Chevrolet G2500 ¾ ton Van (17475)		1GAGG29R2Y1275004	FAIR

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: Contract: 04-25JAN21 - Vehicle Preventative Maintenance for Signature

Buyer Robert Wilson read the following memo: Item 04-25JAN21- Vehicle Preventative Maintenance– Term & Supply opened on January 29, 2021. Two (2) bids were received. The Boone County Road & Bridge Department recommends award to Allied Lube Iowa, LLC dba Jiffy Lube.

This is a term and supply contract and will be paid from departments 1251 – GF Sheriff Operations and 1255 – GF Detention Operations and account 59100 – Vehicle Repairs/Maintenance.

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 Contract CS201593002 – State of Missouri Office of Administration contract for On-Demand Remote Interpreting (OPI & VRI) Document Translation – Term & Supply

Senior Buyer Liz Palazzolo read the following memo: Purchasing requests permission to use contract CS201593002 for On-Demand Remote Interpreting (OPI & VRI) Document Translation established by the State of Missouri Office of Administration using a NASPO Valuepoint contract with Corporate Translation Services, dba, Language Link of Vancouver, Washington as a cooperative contract.

The contract period runs April 01, 2021 through November 03, 2021, and there are three (3) one-year renewal options available.

This is a Countywide Term and Supply contract.

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: Contract for Signature for Boone County: 16-02APR21 - UPS Units and UPS Bypass Switches

Director of Purchasing Melinda Bobbitt read the following memo: Request for Bid 16-02APR21 - UPS Units and UPS Bypass Switches closed on April 2, 2021. Three bid responses were received.

Recommendation for award is to STL Communications, Inc. for offering the best bid for Boone County. STL Communications, Inc. offered the shortest shipping time and was the only vendor to offer discount pricing for a Term and Supply award.

Total cost of contract award for the initial award of two UPS units and two UPS Bypass Switches is \$15,647.67. They will be paid from the following departments/accounts:

1 UPS Unit (\$6,704.78) from 4103 - EC Support Services Building, account 71231 - Owner Costs. \$400,000 budgeted.

1 UPS Unit (\$4,336.80) from 2712 - 911/EM Insurance Activity, account 71018 - Other Claims Deductible with balance (\$2,367.98) from 2712 - 911/EM Insurance Activity, 60100 - Building Repairs/Maintenance. \$10,000 is budgeted for the deductible with the amount over the deductible to be reimbursed by insurance.

1 UPS Bypass Switch (\$975.83) from 4103 - ECC Support Services Building, 71231 - Owner Costs. \$400,000 budgeted.

1 UPS Bypass Switch (\$975.83) from 2704 - BOCO Joint Comm Radio OPS, 60200 - Equip Repairs/Maintenance. \$36,000 budgeted.

Shipping is \$286.45 and will be divided between 4103-71231 (\$143.23) and 2712-71018 (\$143.22).

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: Surplus Disposal - Cell Phones

Director of Purchasing Melinda Bobbitt read the following memo: The Sheriff's Office requests permission to dispose of the following list of surplus cell phones by destruction.

	Asset #	Description	Make & Model	Department	Condition of Asset	
1	NO TAGS	OLD CELL PHONES	NA	SHERIFF	POOR	DEPARTMENT WILL DESTROY

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: NASPO Cooperative Contract: CC190146001 - Professional Grade Tools and Diagnostic Equipment (First Read 04.08.21)

Commissioner Aldred moved now on this day, the County Commission of the County of Boone does hereby approve Road & Bridge's request for permission to utilize the State of Missouri NASPO Valuepoint cooperative contract CC190146001 – Professional Grade Tools and Diagnostic Equipment to purchase a toolbox and 9600GSO tool set from Snap-On Industrial, LLC

This is a term and supply contract that has an initial term ending June 30, 2023.

Invoices will be paid from department 2042 – RB Fleet Maintenance Operations, account 91300 – Machinery & Equipment.

Commissioner Thompson seconded the motion.
The motion carried 3 to 0. **Order #149-2021**

Human Resources

7. First Reading: Request to add a temporary, part-time, Planning and Preparedness Specialist position for the Office of Emergency Management.

Director of Human Resources Jenna Redel stated this request is for a new temporary, part time, non-benefitted preparedness specialist in Emergency Management. The Emergency Management Department is asking that it be budgeted for 2021, at a maximum of 680 hours (20 hours a week) for the rest of the year.

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.

Sheriff

8. Second Reading: Request for Budget Amendment – Public Hearing (First Read 03.30.21)

Presiding Commissioner Atwill opened and closed the public hearing.

Commissioner Thompson moved now on this day, the County Commission of the County of Boone does hereby acknowledge the following budget amendment from the Sheriff's Office for the purchase of a body scanner in the amount of \$204,000.00.

Commissioner Aldred seconded the motion.
The motion carried 3 to 0. **Order #150-2021**

IT

9. Second Reading: PC Workstation and Monitors (First Read 04.08.21)

Commissioner Aldred moved now on this day, the County Commission of the County of Boone does approve the purchase of additional PC workstation and monitors (2) for the Sheriff's Office. This PC workstation will be used by the new position in Records for general office tasks.

Department 1172 (GF IT Hardware & Software) and Account 23830 will be used for this purchase of the PC workstation in the amount of \$959.12 and monitors (2) in the amount of \$301.02. The Sheriff's Office has prepared a budget revision moving funds that were savings from Department 1228 – class one to 1172-23830.

Total purchase amount of \$1,260.14.

Commissioner Thompson seconded the motion.
The motion carried 3 to 0. **Order #151-2021**

10. Second Reading: Purchase New Asset – Laptop (First Read 04.08.21)

Commissioner Thompson moved now on this day, the County Commission of the County of Boone does approve the purchase of new asset – laptop.

Funds will be paid from Department 1172 (GF IT Hardware & Software) and account 91301 (Computer Hardware) for this purchase of \$1,299.00. The Sheriff's Office has prepared a budget revision moving funds that were savings from department 1228 - class one to 1172-91301.

Total Purchase: \$1,299.00

Commissioner Aldred seconded the motion.
The motion carried 3 to 0. **Order #152-2021**

**11. Second Reading: Request for Budget Revision – IT Equipment for Sheriff's Office
(First Read 04.08.21)**

Commissioner Aldred moved on this day, the County Commission of the County of Boone does approve Budget Revision for the Boone County Sheriff's Office IT Equipment.

The Sheriff's Office will be moving funds that were savings from Department 1228 - class one to Department 1172, Account 23830 for the PC Workstation and Monitors (2). The Sheriff's Department will be moving funds that were savings from Department 1228 - class one to Department 1172, Account 91301 for the New Asset – Laptop.

Total Purchase for all: \$2,560.00

Commissioner Thompson seconded the motion.
The motion carried 3 to 0. **Order #147-2021**

County Counselor

**12. First reading: Approving a Second Amended Agreement for Public Safety expenses
CARES Act funding with the City of Columbia**

County Counselor CJ Dykhouse stated he is presenting on behalf of Emergency Management Director Chad Martin, who has authorized him to move forward with this. Mr. Dykhouse stated they have had several contracts with the City of Columbia to administer the \$21 million dollars' worth of CARES Act funding that the County received last year. Mr. Dykhouse stated this is the second amended agreement related to the public safety expenditure category.

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. First reading: Approving CARES Act Coronavirus Relief Fund reimbursements for Boone County

County Counselor CJ Dykhouse stated what is being considered is a Commission order that will ultimately effectuate all the CARES Act reimbursement for Boone County. Auditor June Pitchford stated the total of CARES Act money awarded to the County consisted of two components. Ms. Pitchford stated one component represents payments made to vendors from the CARES Act fund. The other amount represents a reimbursement to various County funds for amounts expended from those funds. Ms. Pitchford stated the allocations consist of PPE, or non payroll-related things and the payroll-related items. Ms. Pitchford stated there was a second reimbursement that consists of the increased reimbursement rate applied to the Boone County Public Safety hours.

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

14. Public Comment

No public present. Presiding Commissioner Atwill opened and closed public comment.

15. Commissioner Reports

None

Attest:



Brianna L. Lennon
Clerk of the County Commission



Daniel K. Atwill
Presiding Commissioner



Justin Aldred
District I Commissioner



Janet M. Thompson
District II Commissioner